

# Town of Stettler

**COUNCIL MEETING**  
**SEPTEMBER 17, 2024**  
**6:30 P.M.**  
**BOARD ROOM**



# Town of **Stettler**

## Mission Statement



We will provide  
a high quality of life  
for our residents and visitors  
through leadership  
and the delivery  
of effective, efficient  
and affordable services  
that are socially and  
environmentally responsible.

**TOWN OF STETTLER  
REGULAR COUNCIL MEETING  
TUESDAY, SEPTEMBER 17, 2024  
6:30 P.M.  
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
  - (a) Minutes of the Regular Council Meeting of September 3<sup>rd</sup> 5-8
4. **Delegations**
5. **Citizen's Forum**
6. **Administration**
  - (a) Committee of the Whole Recommendations September 10, 2024 9
  - (b) Request to waive Tax arrears Lot Pt 14 & 15, Block 26, Plan 925X 10-14
  - (c) Request for Property Tax Exemption for Churches & Refunding Payments – Roll #940450002 15-18
  - (d) Grader Tire Memorandum – Request for change in Budget 19
  - (e) 2024 Interim Budget Summary - August 20-21
  - (f) 2024 Capital Budget Summary – August 22-24
  - (g) 2024 Reserves 25-26
  - (h) August 2024 Bank Reconciliation 27
  - (i) CAO Reports 28-36
  - (j) Meeting Dates
    - **Wednesday, September 25 – Friday, September 27 – Alberta Municipalities Convention – Westerner Park**
    - Tuesday, October 1 – Council – 6:30 p.m.
    - Tuesday, October 8 – COW – 4:30 p.m.
    - Tuesday, October 15 – Council – 6:30 p.m.
    - Tuesday, November 5 – Council – 6:30 p.m.
    - Tuesday, November 12 – COW – 4:30 p.m.
    - Tuesday, November 19 – Council – 6:30 p.m.
  - (k) Accounts Payable in the amount of \$565,598.77 37-54  
(\$70,127.31 + \$34,533.21 + \$202,512.83 + \$205,073.91 + \$2,089.23 + \$13,460.31 + \$37,801.97)
7. **Council**
  - (a) Meeting Reports
8. **Minutes**
9. **Public Hearing**
10. **Bylaws**

11. **Correspondence**

(a) APEX Utilities Inc – Total Revenues Derived from Delivery Tarriff	55
(b) National Day of Truth & Reconciliation	56-57
(c) 2024 Alberta Municipalities Convention & Trade Show – Overview Agenda	58-68
(d) Alberta Municipalities Tips for Resolutions & Changes for 2024	69-79
(e) Alberta Municipalities Conference 2024 Resolutions – Version 1 (July 29, 2024)	80-145

12. **Items Added**

13. **In-Camera Session**

14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, SEPTEMBER 3<sup>RD</sup>, 2024 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor S. Nolls  
  
Councillors K. Baker, G. Lawlor, W. Smith, T. Randell, & S. Pfeiffer  
  
CAO L. Graham  
Assistant CAO K. Hymers  
Planning & Development Officer A. Stormoen  
  
Media (3)

**Absent:** Councillor C. Barros

**Call to Order:** Mayor Nolls called the meeting to order at 6:30 p.m.

1/2. **Agenda Additions/Approval:**

**Motion 24:09:01** Moved by Councillor Baker to approve the agenda as presented.

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held August 20<sup>th</sup>, 2024

**Motion 24:09:02** Moved by Councillor Lawlor that the Minutes of the Regular Meeting of Council held on August 20<sup>th</sup>, 2024 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the August 20<sup>th</sup>, 2024 Minutes

None

4. **Delegations:** (a) None

5. **Citizen's Forum:** (a) None

6. **Administration:** (a) Clean Energy Improvement Program Verbal Update

Assistant CAO K. Hymers verbally provided the Clean Energy Improvement Program Update for Town of Stettler Council to approve as presented.

**Motion 24:09:03** Moved by Councillor Pfeiffer that the Town of Stettler Council approve the Clean Energy Improvement Program as presented.

MOTION CARRIED  
Unanimous

(b) Meeting Dates

- Tuesday, September 10 – COW – 4:30pm

- Tuesday, September 17 – Council – 6:30pm

**- Wednesday, September 25 – Friday, September 27 – Alberta  
Municipalities Convention – Westerner Park**

- Tuesday, October 1 – Council – 6:30pm

- Tuesday, October 8 – COW – 4:30pm

- Tuesday, October 15 – Council – 6:30pm

- (c) Accounts Payable in the amount of \$418,931.47  
(\$74,775.19 + \$5,710.69 + \$317.16 + \$329,161.68 + \$8,966.75)

**Motion 24:09:04**

Moved by Councillor Smith that the Accounts Payable in the amount of \$418,931.47 be paid as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Councillors outlined highlights of meetings they attended.

- (a) Mayor Nolls

No report

- (b) Councillor Baker

August 27 – Heartland Beautification Committee - Gardens  
August 29 – Municipal Planning Commission Meeting

- (c) Councillor Barros

Report to be given at a later date

- (d) Councillor Lawlor

August 22 – Stettler Library - Website  
August 23 – Signed cheques at Library  
August 27 – Heartland Beautification Committee - Gardens  
August 29 – Municipal Planning Commission Meeting  
August 29 – Stettler Library Board Meeting

- (e) Councillor Pfeiffer

August 27 – Heartland Beautification Committee - Gardens  
August 29 – Municipal Planning Commission Meeting

- (f) Councillor Randell

August 24 – Stettlerfest – Volunteer for Dunk Tank Activity  
August 25 – Museum Volunteer Appreciation  
August 30 – Signed cheques

- (g) Councillor Smith

August 8 – Heartland Beautification Committee Meeting  
August 13 – Parks & Open Spaces Meeting  
August 27 – Heartland Beautification Committee - Gardens  
September 2 – Fly-In Pancake Breakfast

**Motion 24:09:05**

Moved by Councillor Randell that the Town of Stettler Council approve the Council Reports as presented.

MOTION CARRIED  
Unanimous

8. **Minutes:**

- (a) None

9. **Public Hearing:**

- (a) Bylaw 2175-24: Rezoning/Land Use Bylaw Amendment - Hwy 12 & 70 Street

Mayor Nolls opened the Public Hearing at 7:00 p.m.

Mayor Nolls welcomed Planning & Development Officer A. Stormoen to the meeting to coordinate the Public Hearing.

Mayor Nolls welcomed Anne Swainston, Tim Spencer, Dwayne & Audrey Rowbotham, and Councillors and officials introduced themselves.

CAO L. Graham advised that the purpose of the Public Hearing is to allow all interested parties to address Council on the proposed Rezoning/Land Use Bylaw amendments. The Bylaw 2175-24 was advertised on August 15 and August 22, 2024.

Mayor Nolls asked Planning & Development if any verbal or written submissions were received. 3 verbal and 2 written oppositions were submitted.

A. Swainston advised that she doesn't want taxpayer dollars to go towards development to just have it sit empty and what kind of shelter would be erected for noise.

D. Rowbotham advised same concerns as A. Swainston, specifically making note of the cost of upgrading the infrastructure and the increased traffic and garbage.

T. Spencer advised concerns regarding the increased traffic and road maintenance.

A. Stormoen was able to answer the questions and advised that franchises were in place for current location and the approach would be addressed as part of the development permits.

Mayor Nolls closed the Public Hearing at 7:30 p.m.

**Motion 24:09:06**

Moved by Councillor Randell that the Town of Stettler Council close the Public Hearing.

MOTION CARRIED  
Unanimous

A. Swainston, Tim Spencer, Dwayne & Audrey Rowbotham left the meeting at 7:30 p.m.

10. **Bylaws:**

- (a) Bylaw 2175-24: Rezoning/ Land Use Bylaw Amendment - Hwy 12 & 70 Street

**Motion 24:09:07**

Moved by Councillor Baker that the Town of Stettler Council give second reading to Bylaw 2175-24 as amended.

MOTION CARRIED  
Unanimous

A. Stormoen left the meeting at 7:31 p.m.

11. **Correspondence:** (a) ATCO Electric Distribution Revenue Forecast for 2025 Franchise Fee  
(b) Stettler Festival of Lights – 27<sup>th</sup> Annual Events

CAO L. Graham presented the Stettler Festival of Lights – 27<sup>th</sup> Annual Events to the Town of Stettler Council for approval.

**Motion 24:09:08**

Moved by Councillor Baker that the Town of Stettler Council approve to purchase a table (8 tickets) for the Festival of Lights Gala Event.

**Motion 24:09:09**

Moved by Councillor Lawlor that the Town of Stettler Council approve the Correspondence items (a-b) as presented.

MOTION CARRIED  
Unanimous

12. **Items Added:** (a) None  
13. **In-Camera Session:** (a) None  
14. **Adjournment:**

**Motion 24:09:10**

Moved by Councillor Randell that this regular meeting of the Town of Stettler Council be adjourned.

MOTION CARRIED  
Unanimous at 7:31 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Assistant CAO



**COMMITTEE OF THE WHOLE RECOMMENDATIONS**

**SEPTEMBER 10, 2024**

1. It was agreed that the Committee of the Whole recommend Town Council decline the funding request for the Battle River Watershed Alliance.
2. It was agreed that the Committee of the Whole recommend that Town Council review the confidential evaluation and approve the agreed upon salary increase in accordance with the salary grid presented.

# MEMORANDUM

Date: September 11, 2024  
To: Leann Graham, CAO  
From: Rachel Morbeck, Tax Coordinator

**Re: Request for Tax Penalty Reversal – Roll 261550002**

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The landowner of tax roll 261550002 is requesting a penalty reversal on the penalty charged on January 1, 2024, in the amount of \$1,574.83. This penalty is 12% of \$13,123.58 which was the total balance outstanding at the time.

## **Background**

As per MGA sec 413(1), the landowner had a Tax Notification registered against the title in 2022 for the 2023 Public Auction. A 3-Year Tax Recovery Agreement was signed on October 30<sup>th</sup>, 2023, as per MGA sec 333.1(1). The landowner has been adhering to their payment plan on monthly preauthorized payments since the first withdrawal on November 1<sup>st</sup>, 2023. Full payment in the amount of \$11,359.86 was received on September 5, 2024 for the total balance outstanding (including the \$1,574.83 penalty), and a Discharge of Tax Notification request has been mailed to Alberta Land Titles on September 9, 2024.

## **Legislation**

Tax Penalty Bylaw 2149-22 states “In the event that any Taxes remain unpaid after the last working day of December of the year, there shall be added thereto by way of penalty an amount equal to Twelve (12%) per centum (compounded) of the entire amount unpaid, and this amount will be added to individual tax roll accounts on the first working day of January of the next succeeding year and in each succeeding year thereafter so long as such taxes or a portion thereof remains unpaid.” The 12% year end penalty on the total outstanding is budgeted for in the payment schedule that is signed with the Tax Recovery Agreement by the landowner, Assistant CAO, and Mayor.

## **Recommendation**

Administration recommends that Town of Stettler Council remains compliant with Bylaw 2149-22 and upholds the 12% penalty in the amount of \$1,574.83.

From: [REDACTED]  
Sent: August 27, 2024 3:48 PM  
To: townoffice <[townoffice1@stettler.net](mailto:townoffice1@stettler.net)>  
Cc: [REDACTED]  
Subject: Request for Interest Waiver on Property Tax Arrears – Lot Pt 14 & 15, Block 26, Plan 925X

**CAUTION:** This email originated from outside of the Town of Stettler. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Stettler Town Council,

I hope this message finds you well. My name is [REDACTED] and I am reaching out regarding the property tax arrears associated with my property located at 4709 – 47 Street, Stettler, AB.

First and foremost, I would like to express my sincere intent to settle the outstanding property taxes immediately. It is important to me to resolve this matter and bring the account current as soon as possible. I understand the financial challenges municipalities face and I deeply respect the important work you do to maintain our community.

However, I noticed that a 12% interest has been applied to the tax arrears. Given that I am committed to paying off the full balance right away, I was hoping that the council might consider waiving this interest charge. Waiving the interest would greatly assist me in fulfilling this obligation quickly and would enable me to focus on ensuring that all future payments remain timely and in good standing.

I truly appreciate your understanding and consideration of this request. It is my goal to work collaboratively with the town to close this chapter responsibly and efficiently, and I would be grateful if the interest could be waived as a gesture of goodwill.

Thank you very much for your time, and I look forward to your favorable response. Should you require any further information or have any questions, please do not hesitate to contact me directly via email or phone.

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

**BYLAW 2149-22**

A BYLAW OF THE TOWN OF STETTLER TO PROVIDE A PENALTY TO BE APPLIED TO UNPAID TAXES AND TO PROVIDE FOR MONTHLY TAX PAYMENTS.

WHEREAS authority is granted under the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended or replaced from time to time, to allow payment of taxes by installment; and

WHEREAS authority is granted under the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended or replaced from time to time, to allow a penalty to be added to current taxes remaining unpaid after the date shown on the tax notice; and

WHEREAS authority is granted under the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended or replaced from time to time, authorizes a further penalty for non-payment of taxes;

NOW THEREFORE THE COUNCIL OF THE TOWN OF STETTLER ENACTS AS FOLLOWS:

1. In this bylaw,

- (a) "Current Taxes" means the Taxes levied, penalties applied, and amounts/charges added to the individual tax roll accounts in the current taxation year by the Town.
- (b) "Last working day" means by 4:30 p.m. on the last weekday of the month providing it is not a statutory holiday (as defined by the Province of Alberta). If the last weekday of the month is a statutory holiday the last working day shall be the weekday prior to the Statutory Holiday.
- (c) "Taxes" means all tax levies, penalties and other amounts applied against an individual tax roll account by the Town and without in any way restricting the generality of the foregoing, shall include business taxes and supplementary business taxes, property taxes, special taxes, frontage taxes, local improvement taxes, education requisition taxes, housing authority requisition taxes; penalties applied, and other amounts/charges/utility account transfers added to the individual tax roll accounts.
- (d) "Taxpayer" means a person liable to pay taxes;
- (e) "Town" means the Town of Stettler;
- (f) "Weekday" means any day from Monday to Friday inclusive.

2. Except as hereinafter set forth, in section 3, all Taxes levied by the Town in each year hereafter shall be paid as per the due date on the tax notice in the year when levied and there shall be added to the Current Taxes by way of penalty, an amount equal to three (3%) per centum of the amount of such Current Taxes remaining unpaid on the last working day of June in the said year. A further penalty of nine (9%) per centum

(compounded) shall be added the first working day of August by way of penalty to any Current Taxes unpaid by the last working day of July.

3. A taxpayer may elect to pay taxes on a monthly installment basis for any tax accounts by signing an agreement with the Assistant Chief Administrative Officer or designate.
  - (a) The Assistant Chief Administrative Officer or designate shall in December, prior to each taxation year, send a monthly property tax payment installment estimate to all taxpayers paying property taxes on a monthly installment basis. Ratepayers shall make monthly payments in accordance with this estimate until the Town of Stettler levies the annual property tax; at which time the monthly payments will be adjusted to ensure that the sum total of all twelve (12) monthly payments shall equal the total annual property taxes levied on the tax account.
  - (b) The Assistant Chief Administrative Officer or designate reserves the right to establish the estimated monthly tax payment installment amounts until such time as taxes are levied in a given year.
  - (c) Monthly property tax installment payments shall be due on the first working day of each month from January to December.
  - (d) After two (2) monthly installment payments are defaulted by the above taxpayer, the Assistant Chief Administrative Officer or designate shall cancel the said Monthly Installment Agreement and all taxes owing shall be due and payable in accordance with this bylaw.
  - (e) A taxpayer who elects to pay taxes on a monthly installment basis shall have all previous years' taxes paid prior to signing the Monthly Installment Agreement.
4. In the event that any Taxes remain unpaid after the last working day of December of the year, there shall be added thereto by way of penalty an amount equal to Twelve (12%) per centum (compounded) of the entire amount unpaid, and this amount will be added to individual tax roll accounts on the first working day of January of the next succeeding year and in each succeeding year thereafter so long as such taxes or a portion thereof remains unpaid.
5. Bylaw No. 2141-21 is hereby repealed.

READ a first time this 17<sup>th</sup> day of May, A.D. 2022.

READ a second time this 17<sup>th</sup> day of May, A.D. 2022.

READ a third time and finally passed this 17<sup>th</sup> day of May, A.D. 2022.

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Mayor

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Assistant CAO

(2) A penalty under this section is imposed at the rate set out in the bylaw.

(3) The penalty must not be imposed sooner than January 1 of the year following the year in which the tax was imposed or any later date specified in the bylaw.

1994 cM-26.1 s345

### **Penalties**

**346** A penalty imposed under section 344 or 345 is part of the tax in respect of which it is imposed.

1994 cM-26.1 s346

### **Cancellation, reduction, refund or deferral of taxes**

**347(1)** If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;
- (b) cancel or refund all or part of a tax;
- (c) defer the collection of a tax.

(2) A council may phase in a tax increase or decrease resulting from the preparation of any new assessment.

1994 cM-26.1 s347

### **Tax becomes debt to municipality**

**348** Taxes due to a municipality

- (a) are an amount owing to the municipality,
- (b) are recoverable as a debt due to the municipality,
- (c) take priority over the claims of every person except the Crown, and
- (d) are a special lien
  - (i) on land and any improvements to the land, if the tax is a property tax, a community revitalization levy, a special tax, a clean energy improvement tax, a local improvement tax or a community aggregate payment levy, or
  - (ii) on goods, if the tax is a business tax, a community revitalization levy, a well drilling equipment tax, a community aggregate payment levy or a property tax

# MEMORANDUM

Date: September 12, 2024

To: Leann Graham, CAO

From: Rachel Morbeck, Tax Coordinator

Re: **Property Tax Exemption for Churches & Refunding Payments Made – Roll 940450002**

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## Background

This is for information purposes only. The attached letter was received on September 4<sup>th</sup>, 2024, requesting property tax exemption and refunding payments made. As pictured below, this parcel of land has both a house and a church on the lot. The residential improvement is outlined below in the orange box. This is the only structure on the lot that is taxable including the residential portion of land. The church and parking lot (highlighted in red) is assessed as exempt and remains exempt from taxes.



## Legislation

Pursuant to the Municipal Government Act R.S.A. 2000 Chapter M-26, the following are exempt from taxation under this Division, **sec 362(1)(k)** states:

property held by a religious body and used chiefly for divine service, public worship or religious education and any parcel of land that is held by the religious body and used only as a parking area in connection with those purposes.

Furthermore, the taxes due are solely based on the residential portion of land and the residential improvement.



[REDACTED]  
5717 50 Avenue  
Stettler, AB T0C 2L2

September 4, 2024

Town of Stettler Mayor and Town Council Members  
5031 50 Street  
Stettler, AB T0C 2L0

**RE: PROPERTY TAX EXEMPTION FOR CHURCHES & REFUNDING PAYMENTS MADE**

Dear Honorable Mayor and Town Council Members,

[REDACTED] also known as the [REDACTED] has been a registered charity (CRA registration number [REDACTED]) since 1967. It has been actively serving the town of Stettler and surrounding areas for almost six decades now. We promote Christlike and holy living as well as supporting worldwide missions and people in need. All funds received by the church are used for charity purposes.

The intent of this letter is to ask your office to please consider **exempting the [REDACTED] [REDACTED] in paying property taxes, related interest and refunding any payments made for at least the last ten years.** I am attaching a page from "A Guide to Property Tax Exemption in Alberta" listing Churches as exempted. Below is the link to the guide in pdf version.

<https://open.alberta.ca/dataset/ea6c3707-c8aa-4746-83c4-2485bbc67cfe/resource/1b022451-39b4-4a91-87b0-02294270c4cb/download/property-tax-exemptions-ab-guide-2005.pdf>

We really appreciate your kindness and consideration. Let's work hand in hand to make this world a better place to live in.

Respectfully yours,

[REDACTED]  
[REDACTED], CPA, CMA  
(Volunteer Treasurer)

cc: Kim Hymers



## 1.0 Property Tax Exemption

### ARMY, NAVY & AIRFORCE VETERAN'S CLUBS

		<b>Legislative Reference</b>
<b>Usual Status</b>	Exempt, in whole or in part, as provided for in the Act.	s.363(1)(c) MGA
<b>Basic Requirements</b>	Property that is owned or leased and used by an Army, Navy and Air Force Veterans Club.	s.363(1)(c) MGA
<b>Additional Considerations and/or Requirements</b>	Licensed premises located in an Army, Navy and Air Force Veterans Club may be taxable. The municipality has the option of passing a bylaw, effective one year after it is passed and after notice is given to the affected organization, to make any Army, Navy and Air Force Veterans Club taxable to any extent it wishes.	s.365(1) MGA s.363(2)(3)(4)(5) MGA

### CEMETERIES

		<b>Legislative Reference</b>
<b>Usual Status</b>	Exempt, in whole or in part, as provided for in the Act.	s.362(1)(l) MGA
<b>Basic Requirements</b>	Land and buildings are exempt to the extent that they are used for burial purposes. Additional land and improvements conveyed by the owner of cemetery must be used for burial sites.	s.362(1)(l)(i) MGA s.362(1)(l)(ii)(iii) MGA

### CHURCHES

		<b>Legislative Reference</b>
<b>Usual Status</b>	Exempt, in whole or in part, as provided for in the Act.	s.362(1)(k) MGA
<b>Basic Requirements</b>	Property must be owned or leased by a religious body and used chiefly for divine service, public worship or religious education. Any parcel of land associated with the above must be owned or leased by a religious body and used only as a parking area in connection with the above described purposes.	s.362(1)(k) MGA s.362(1)(k) MGA

Roll: 940450002  
 Legal: 5583MC 10 PT J  
 Address: 5717 50 AVE



Land Area: 36,505 Sq. Feet  
 Subdivision:  
 Zoning: GENERAL RESIDENTIAL  
 Actual Use: Improved Residential / Single Family Unit- fee simple

Market Land Valuation

Site Area: 36,505 Sq. Feet

Asmt	Code	Value
64	70%	97,220
1	30%	41,660

Improvement Valuation

		Floor Area	Built	Asmt	Code	Value
1 Storey & Basement	SFD - After 1940	1,280 Sq Feet	1957	1	100%	115,360
Attached	Garage	324 Sq Feet	1957	1	100%	7,100

Marshall & Swift

		Area (Ft2)	Built	Asmt	Code	Value
Main Level & Basement	Store	4,242 Sq Feet	1980	64	100%	559,830

Assessment Totals

Tax Status	Code	Description	Assessment
T	T2RO	1 RESIDENTIAL	164,120
E	E1PO	64 EXEMPT CHURCH	657,050
<b>Grand Totals For 2024</b>			<b>821,170</b>

# MEMORANDUM

Date: September 13, 2024

To: Leann Graham  
CAO

From: Melissa Robbins  
Director of Operational Services

Re: Grader and Loader Tire Purchase

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## **Summary:**

Existing grader and loader require tires to be replaced prior to the start of this seasons winter snow removal for a cost of \$18,000 for the grader and \$12,000 for the loader.

## **Evaluation:**

Tire costs came in higher than administration has budgeted for. There is unspent operating budget available in two gravel accounts that is not required for annual operations this year that will cover the costs of the tire purchase, plus include some additional room for any repair work needed for snow removal operations.

Re-allocate:

Lanes – import gravel – 2.32.08.00.00.532 \$25,000

Roads – Import gravel – 2.32.21.00.00.532 \$10,000

to Snow Removal – Equipment Repair Parts 2.32.03.00.00.529.

## **Recommendation:**

Administration respectfully recommends that Town of Stettler Council approve the reallocation as presented and direct administration to adjust the 2024 operating budget accordingly.

2024 Budget Summary - August 31, 2024

Revenue	2024 Budget	2024 Actual - August 31, 2024	Variance	%	Notes
Administration	\$272,020.00	\$153,153.50	\$118,866.50	56.30%	Sale of Lot / AT Project En
Inter Dept Utility Transfer - \$250,000)					
Police	\$778,728.00	\$157,000.39	\$621,727.61	20.16%	MSI Operating - \$104,896
Traffic Fines - Budget - \$60,000 - Actual - \$47,551.84 - 79%					
Provincial Grant - \$347,616					
Community Resource Program - Clearview \$40,000 / County - \$70,216					
Fire	\$272,562.00	\$135,877.83	\$136,684.17	49.85%	
Disaster Services	\$0.00	\$0.00	\$0.00		
Bylaw Enforcement	\$113,700.00	\$124,131.00	-\$10,431.00	109.17%	
Business Licenses Budget - \$90,000 - Actual \$99,250.00 / Animal License Budget \$21,700 - Actual \$23,281.00					
Roads, Streets, Walks, Lights	\$469,535.00	\$64,986.05	\$404,548.95	13.84%	
Airport	\$10,880.00	\$9,797.60	\$1,082.40	90.05%	
Drainage	\$0.00	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,556,491.00	\$2,135,378.91	\$1,421,112.09	60.04%	
Metered sale of water (Budget - \$2,099,132 - Actual \$1,132,387.41 = 54% - end of July - 58%)					
Metered out of Town (Budget - \$1,182,500 - Actual \$912,373.56 = 77% - end of July - 58%)					
Bulk water - Budget - \$40,000 - Actual - \$18,163.44 - 45%					
Sewer	\$1,103,741.00	\$546,641.53	\$557,099.47	49.53%	
Sewer Service Charges (Budget - \$951,721 - Actual \$526,471.09 = 55% - end of July - 58%)					
Garbage Collection & Disposal	\$877,238.00	\$510,114.01	\$367,123.99	58.15%	SWMA haul rebate - \$26,351
Residential Garbage Revenue (Budget - \$658,560 - Actual \$379,325.69 = 58% - end of July - 58%)					
Recycling Revenue (Budget - \$184,800 - Actual \$104,236.98 = 56% - end of July - 58%)					
FCSS	\$164,220.00	\$81,225.88	\$82,994.12	49.46%	
Cemetery	\$23,600.00	\$17,985.40	\$5,614.60	76.21%	
Planning & Development	\$263,851.00	\$26,280.93	\$237,570.07	9.96%	
Building Permits (Budget - \$30,000 - Actual - \$16,904.20)					
Economic Development - BOT	\$146,570.00	\$138,343.89	\$8,226.11	94.39%	
Subdivision Land	\$500.00	\$300.00	\$200.00	60.00%	Subdivision Fees
Land, Housing & Rentals	\$292,894.00	\$207,607.05	\$85,286.95	70.88%	
AE Kennedy Health Unit - \$212,679					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$42,000					
Recreation - General	\$4,000.00	\$12,116.04	-\$8,116.04	302.90%	
Recreation Programs	\$27,318.00	\$11,070.46	\$16,247.54	40.52%	Ball / Soccer
Facilities	\$1,310,413.00	\$408,598.39	\$901,814.61	31.18%	County / Pool / SRC
Community Hall	\$64,800.00	\$18,304.88	\$46,495.12	28.25%	
Senior's Center	\$21,750.00	\$12,798.98	\$8,951.02	58.85%	\$6000 Casino
Parks	\$283,305.00	\$101,202.82	\$182,102.18	35.72%	
Lions Campground - Budget - \$130,000 - actual - \$99,448.17 = 76%					
Operating Contingency	\$0.00	\$0.00	\$0.00	#DIV/0!	
Taxes / Penalties	\$9,414,905.62	\$9,364,710.98	\$50,194.64	99.47%	
Other Revenue	\$2,707,682.00	\$1,855,672.82	\$852,009.18	68.53%	
Franchise Fee - GAS (Budget - \$1,218,960 - Actual \$791,511.66 = 65% - end of July - 58%)					
Franchise Fee - ELECTRIC (Budget - \$820,322 - Actual \$475,018.65 = 58% - end of June - 58%)					
Return on Investments (Budget - \$600,000 - Actual - \$485,920.45) = 81%					
<b>Total Revenue</b>	<b>\$22,180,703.62</b>	<b>\$16,093,299.34</b>	<b>\$6,087,404.28</b>	<b>72.56%</b>	

Expense	2024 Budget	2024 Actual - August 31, 2024	Variance	%	Notes
Council & Legislative	\$248,427.00	\$142,081.35	\$106,345.65	57.19%	
	Council Honorarium (Budget - \$179,427)				
	Council per diem - Budget - \$27,000				
	Council travel & subsistance - Budget - \$22,000)				
	Council membership Conferences (Budget - \$16,000 - Actual \$11,961.65 = 75%)				
Administration	\$1,136,298.00	\$767,949.60	\$368,348.40	67.58%	
Police	\$1,815,154.00	\$265,856.84	\$1,549,297.16	14.65%	
	RCMP - Contract Billings \$1,675,155				
Fire	\$969,715.00	\$433,204.22	\$536,510.78	44.67%	
Disaster Services	\$46,741.00	\$275.76	\$46,465.24	0.59%	
Bylaw Enforcement	\$196,855.00	\$132,543.22	\$64,311.78	67.33%	
Common Services	\$392,615.00	\$238,841.31	\$153,773.69	60.83%	
Roads, Streets, Walks, Lights	\$2,372,138.00	\$1,341,806.97	\$1,030,331.03	56.57%	
Airport	\$59,847.00	\$27,017.71	\$32,829.29	45.14%	
Water Supply & Distribution	\$3,509,094.00	\$1,739,206.16	\$1,769,887.84	49.56%	
Sewer	\$873,757.00	\$418,013.15	\$455,743.85	47.84%	
Garbage Collection & Disposal	\$815,432.00	\$410,936.57	\$404,495.43	50.39%	
FCSS	\$205,275.00	\$153,955.95	\$51,319.05	75.00%	
Cemetery	\$67,356.00	\$26,921.60	\$40,434.40	39.97%	
Comm Services -Handi Bus	\$25,000.00	\$25,000.00	\$0.00	100.00%	
Planning & Development	\$619,785.00	\$288,844.22	\$330,940.78	46.60%	
Economic Development	\$619,150.00	\$338,921.83	\$280,228.17	54.74%	
Subdivison Land	\$49,865.00	\$32,923.65	\$16,941.35	66.03%	
Land, Housing & Rentals	\$47,628.00	\$35,447.16	\$12,180.84	74.43%	
Recreation - General	\$156,599.00	\$98,154.22	\$58,444.78	62.68%	
Recreation Programs	\$82,345.00	\$73,717.18	\$8,627.82	89.52%	
Facilities	\$2,974,853.00	\$1,495,112.64	\$1,479,740.36	50.26%	
Culture	\$353,387.00	\$271,450.43	\$81,936.57	76.81%	Parkland, Library, Museum
Community Hall	\$137,019.00	\$75,241.30	\$61,777.70	54.91%	
Senior's Center	\$13,481.00	\$3,647.23	\$9,833.77	27.05%	
Parks	\$915,253.00	\$377,882.70	\$537,370.30	41.29%	
Operating Contingency	\$746,091.00	\$0.00	\$746,091.00	0.00%	WTP Gross Recovery, Tran to Res
	WTP gross recovery - (\$191,000) (JE made at end of year prior to Audit)				
	Available for Capital from 2024 Operating Budget for 2024 Capital Budget - \$949,797 (Water \$47,397+ Utility \$291,790 (sewer, waste, recycling) + Total Available for Capital - \$610,610) = \$949,797				
Requisitions	\$2,731,543.62	\$1,350,506.35	\$1,381,037.27	49.44%	
	ASFF (Budget - \$2,188,640.77 - Actual - \$1,082,270.66 - 49%)				
	ASFF Separate School (Budget - \$170,934.85 - Actual - \$82,251.69 - 48%)				
	County of Stettler Senior Lodges (Budget - \$371,968 - Actual - \$185,984.00 - 50%)				
<b>Total Expense</b>	<b>\$22,180,703.62</b>	<b>\$10,565,459.32</b>	<b>\$11,615,244.30</b>	<b>47.63%</b>	
<b>Surplus / Deficit</b>	<b>\$0.00</b>	<b>\$5,527,840.02</b>			

Town of Stettler  
2024 Capital Budget Summary

31-Aug-24

G/L	Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2024 Budget Expense - Approved by Council	Difference between Actual and Budget Amount	Actual - Project Expenses July 31, 2024	Utility (Water) Avail for Capital 2024 Interim Operating Budget (Rates) \$58,756	Utility (other) Avail for Capital 2024 Interim Operating Budget (Rates) \$276,645	Available for Capital 2024 Interim Operating Budget (taxes) \$547,518	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2024 Operating Budget	Debtenture / Local Improvement	Grants - LGFF (\$981,743)	Grants - CCBF (\$372,605)	Grants - BMTG (\$0.00)	Other	Total
<b>Operating Capital Projects included in 2024 Interim Operating Budget - 1-32-99-91-00-920 / 2-32-99-91-00-764 - Transfer to/from operating reserve</b>																	
Op-tran	2-32-09-00-03-244	Pathway rehab (2017 council direction)	Operating Budget								\$0.00						\$0.00
Op-tran	2-32-09-00-00-244	Sidewalk replacement program (yearly)	Operating Budget								\$0.00						\$0.00
<b>2024 Capital Budget - Operational Projects (non TCA)</b>																	
FIRE	2-23-02-00-02-561	Fire Engine Replace Reserve	\$100,000				\$100,000.00										\$100,000.00
Op-tran	2-32-09-00-01-244	Sidewalk replacement program (yearly)	\$55,000		\$23,131.65			\$55,000.00									\$55,000.00
Op-tran	2-32-21-00-03-536	Pavement patching	\$110,000		\$63,418.21		\$110,000.00										\$110,000.00
Water	2-41-01-00-09-252	Belt Clips-Meter Reading	\$25,000		\$22,808.00	\$25,000.00											\$25,000.00
Storm	2-42-16-00-01-252	Culvert-Hwy 56 at Rail tracks	\$20,000		\$10,998.13		\$20,000.00										\$20,000.00
Op	2-31-00-00-01-252	Asset Mgmt Program	\$60,000			\$60,000.00											\$60,000.00
Op	2-32-21-00-07-252	Concrete Crushing	\$150,000		\$149,960.00			\$150,000.00									\$150,000.00
Bldg	2-31-01-00-01-252	Salt Shed Door	\$30,000		\$13,361.54			\$30,000.00									\$30,000.00
	2-31-01-00-01-561	Grader Rebar			\$42,338.24												
Sanitary	2-42-00-00-06-252	Lift Station A Pump Replacement- (\$450,000 total Project)	\$20,000							\$20,000.00							\$20,000.00
Planning	2-61-02-00-08-239	Housing Assessment-Strategy	\$50,000		\$49,106.29				\$50,000.00								\$50,000.00
ADM	2-61-05-00-00-252	Computer replacement program (SRC)	\$14,000		\$1,624.58		\$14,000.00										\$14,000.00
Admin	2-61-05-00-03-239	Back up Tapes	\$10,000		\$804.10				\$10,000.00								\$10,000.00
Arena	2-73-11-02-09-239	Domestic Hot Water Holding Tank	\$33,000						\$33,000.00								\$33,000.00
Arena	2-73-11-02-10-239	Ice Resurfacing Holding Tank	\$35,000						\$35,000.00								\$35,000.00
Pool	2-73-13-03-06-252	Sand Filters-Back Mechanical room	\$35,000						\$35,000.00								\$35,000.00
Pool	2-73-13-03-07-252	Canon Replacement - (Stage 1)	\$32,000						\$32,000.00								\$32,000.00
General	2-73-11-02-11-239	Building Maintenance-Control Software Update	\$6,500						\$6,500.00								\$6,500.00
Parks	2-77-92-00-01-252	Spray Park Upgrades (Planning Phase)	\$50,000					\$50,000.00									\$50,000.00
Arena	2-73-11-02-12-239	Overheard Doors	\$30,000		\$29,628.88				\$30,000.00								\$30,000.00
Parks	2-77-02-00-05-252	Open Spaces Master Planning RFP	\$30,000					\$30,000.00									\$30,000.00
Op-culture	2-74-99-91-00-764	Culture reserve account	\$15,000				\$15,000.00										\$15,000.00
<b>2024 Capital Budget - Operational Projects (non TCA)</b>			\$0.00	\$910,500.00	\$407,179.62	\$85,000.00	\$259,000.00	\$165,000.00	\$150,000.00	\$231,500.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$910,500.00
<b>2024 Capital Budget - Capital Projects (TCA)</b>																	
Fire	6-23-00-00-50-650	Emergency Warning Equip & Carrier Slide Out (\$8,600-Warning Equip, \$10,835-Slide Out Bed)	\$19,435		\$14,744.49				\$19,435.00								\$19,435.00
Fire	6-23-00-00-51-650	Reg Manager Fire Truck	\$130,000		\$111,282.47		\$65,000.00								\$65,000.00	County	\$130,000.00
Fire	6-23-00-00-52-650	2025 Fire Engine (1.2 Million US \$)	\$1,700,000											\$1,700,000.00	Debtenture		\$1,700,000.00
Reg Fire	6-23-00-20-03-620	Storage for Training Facility	\$85,000							\$42,500.00					\$42,500.00	County	\$85,000.00
Fire	6-23-00-20-02-620	Fire Station Renovation Drawings	\$15,000					\$15,000.00									\$15,000.00
Bldg	6-31-01-20-05-620	Cold Storage Shed	\$400,000		\$1,875.30			\$400,000.00									\$400,000.00
Roads	6-32-09-00-10-610	Pathway Connection of Homesteader Park	\$20,000					\$20,000.00									\$20,000.00
Roads	6-32-09-00-11-610	Pathway Program-Spruce Drive Sidewalk	\$323,000										\$323,000.00				\$323,000.00
Roads	6-32-21-10-04-610	Health Unit Parking Lot	\$145,000		\$90,345.89							\$80,000.00	\$65,000.00				\$145,000.00
Roads	6-32-21-00-16-610	Spruce Drive-Hwy 56 to 61 Street	\$530,000		\$125,417.62								\$530,000.00				\$530,000.00
Water	6-41-11-10-07-610	Watermain on 47 Ave- 46 to 48 Street	\$350,000		\$27,725.30								\$350,000.00				\$350,000.00
Equip	6-31-11-00-32-630	Skid Steer	\$35,000		\$98,189.02			\$35,000.00									\$35,000.00
Equip	6-31-11-30-51-650	Tandem	\$300,000					\$300,000.00									\$300,000.00
Vehicle	6-31-11-00-50-650	Two 3/4 Ton Trucks	\$145,000		\$70,773.21	\$145,000.00											\$145,000.00
	6-32-21-10-16-610	Okoppe Walkway	\$72,000					\$12,000.00	\$60,000.00								\$72,000.00
Parks	6-77-05-10-02-610	Sports Park-Parking Curbs	\$15,000		\$12,400.00			\$15,000.00									\$15,000.00
<b>2024 Capital Budget - Capital Projects (TCA)</b>			\$0.00	\$4,284,435.00	\$552,753.30	\$145,000.00	\$65,000.00	\$97,000.00	\$760,000.00	\$19,435.00	\$0.00	\$42,500.00	\$0.00	\$430,000.00	\$918,000.00	\$0.00	\$1,807,500.00
<b>2024 Total Capital Budget</b>			\$0.00	\$5,194,935.00	\$959,932.92	\$230,000.00	\$324,000.00	\$262,000.00	\$910,000.00	\$250,935.00	\$0.00	\$62,500.00	\$0.00	\$430,000.00	\$918,000.00	\$0.00	\$1,807,500.00
<b>Council Motion -</b>		\$5,194,935.00	#DIV/0!				\$882,919.00	\$816,000.00					\$868,078.00	-\$221,088.00	\$357,120.00		\$5,194,935.00
<b>2024 Capital Additions-WTP Boiler</b>		\$95,000.00						\$66,919.00									\$0
<b>Total 2024 Capital Budget</b>		\$5,289,935.00															
<b>Difference (Actual vs Council Budget)</b>		-\$95,000															



		2023 Carry Forward																
		Brought forward from 2023 Budget Carry Forward	2023 Approved Amount (with tender amount updates)	Difference between Actual and Budget Amount	Actual - Project Expenses July 31, 2024	Utility (Water) Avail for Capital	Utility Available for Capital Reserve	Tax Available for Capital Reserve	Transfer From General Reserves	Transfer From Other Reserves	2024 Operating Budget	Debenture / Local Improvement	Grants - LGFF	Grants -CCBF	Grants - BMTG (\$0.00)	Other	Total	
<b>2023 Carry Forward - Operational Projects (non TCA)</b>																		
Op-Wat	2-41-01-00-10-252	PCL (programmable logic control) - Carry Forward - \$109,532.73 - Melissa - Jan 9, 2024	\$109,533.00							\$109,532.73							\$109,532.73	
Op-Wat	2-41-01-00-13-252	Make Up air unit - Carry Forward - \$28,536.34 - Melissa - Jan 10, 2024	\$28,536.00			\$28,536.34											\$28,536.34	
Op-Sew	2-42-00-00-02-583	Receiving water body quality assessment - Carry Forward - \$50,000 - Melissa - Jan 9, 2024	\$50,000.00		\$4,585.00		\$50,000.00										\$50,000.00	
Plan	2-61-02-00-06-239	SE ASP (\$200,000 regional grant with County) - carry forward project (\$200,000 - \$54,649.06 = \$145,350.94) to 2023 - Leann Dec 19, 2022	\$145,351.00													\$200,000 Grant (County)	\$145,350.94	
	2-74-14-00-03-252	Hot water tank replacement Carry Forward \$10,000 - PLS - Jan 10, 2024	\$9,800.00		\$8,497.86					\$9,800.00		Culture					\$9,800.00	
	2-73-13-03-05-252	Pool - Blind replacement (electrical) and whirlpool manual Carry Forward - \$15,000 - Brad - Jan 10, 2024	\$15,000.00							\$15,000.00		Community Partnership					\$15,000.00	
	2-77-82-00-01-519	Ball diamond backstop fence (2 diamonds) - 2023 - \$10,000 - 2022 carry forward - \$5000 to 2023 - Brad - Dec 22, 2022 - 2024 Carry Forward \$9,646 - Brad - Jan 10, 2024	\$9,646.00		\$8,560.00					\$9,646.00		Chain Link Fence					\$9,646.00	
	2-77-02-00-03-519	Top dressing spreader - Carry Forward - \$10,800.00 - PLS - Jan 10, 2024	\$10,800.00				\$10,800.00										\$10,800.00	
	2-77-03-00-01-519	Campground - Furnace & hot water tank - Carry Forward - \$11,500 - PLS - Jan 10, 2024	\$9,600.00		\$7,701.56		\$9,600.00										\$9,600.00	
Parks	2-77-02-00-05-519	Outdoor arena refurbishment (new boards - \$104,210) - installation in 2023 - carry forward - \$52,105 to 2023 - delivery in 2023 - Brad - Dec 22, 2023 - 2024 Carry Forward \$52,105.00 - Brad - Jan 10, 2024	\$52,105.00						\$52,105.00								\$52,105.00	
																	\$0.00	
																	\$0.00	
																	\$0.00	
<b>2023 Carry Forward - Operational Projects (non TCA)</b>		\$0.00	\$440,371.00		\$29,344.42	\$28,536.34	\$70,400.00	\$0.00	\$52,105.00	\$143,978.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$145,350.94	\$0.00	\$440,371.01
<b>2023 Carry Forward - Capital Projects (TCA)</b>																		
Cap Fire	6-23-00-10-00-610	Fire Hall Traffic Signals - carry forward \$15,000 (1/2 County) to 2023 - Etienne - Dec 20, 2022, 2024- Carry forward \$15,000 from 2023 and add \$4,000	\$19,000.00		\$731.68			\$19,000.00									\$19,000.00	
Cap Fire	6-23-00-00-50-650	Replace Fire Chief Truck (2023 - \$94,000) - Reserve 2022 - County Invoice 2023 - 2023 Carry Forward \$94,000 - Jan 10, 2024	\$106,000.00		\$106,000.00			\$59,000.00		\$47,000.00		Fire Capital					\$106,000.00	
Cap-Tran	6-32-21-10-05-610	2024 - \$200,000 - 48th Ave Cost Sharing on Paving (Wellings) - Carry Forward - \$200,000 - Melissa - Jan 9, 2024	\$200,000.00							\$200,000.00		Land Development					\$200,000.00	
Cap-Air	6-33-00-00-10-610	Airport Runway - (2024) - Secure STIP funding - \$1,976,000 - \$1,482,000 STIP - Town - \$247,000/County \$247,000 -Carry Forward \$1,932,085.92 - Melissa - Jan 9, 2024	\$1,932,086.00		\$28,625.13			\$203,085.92								\$1,729,000.00	STIP Grant \$1,482,000/ County = \$247,000	\$1,932,085.92
Cap-Wat	6-41-14-20-01-620	Water Reservoir Pump Upgrades - (Melissa Dec 30/19 - carry forward balance - \$150,000 - \$210.00 = \$149,790) - Melissa January 4, 2021 carry forward balance - \$149,490 (\$149,700 - \$210) - January 10, 2022 - Carry forward balance - Melissa - \$149,490 - 2023 - Funding (\$136,620.21 = \$149,490-\$12,869.79) used to fund Reservoir in 2023 - Melissa - Dec 22, 2022 - Melissa Jan 9, 2024 carry forward balance \$761,612.86	\$761,613.00		\$18,615.51								\$761,612.86				\$761,612.86	
Cap-Sew	6-42-00-00-12-610	Lift Station Upgrade - From 2022 Carry Forwards - Carry Forward \$153,543.89 - Melissa - Jan 9, 2024	\$153,544.00		\$263,545.74								\$153,543.89				\$153,543.89	

Cap-Tran	6-32-21-10-15-610	44 Avenue overlay from Hwy 12 to 38St - CAPP - carry forward \$7,500 for final Engineering - Melissa - Dec 22, 2022 - 2024 Carry Forward \$7,500.00 for final Engineering - Melissa - Jan 9, 2024	\$7,500.00						\$7,500.00										\$7,500.00	
MSP	6-32-21-10-23-610	MSP - Type 4 Intersection (Hwy 12 at 80st- south side only) - Carry Forward Balance to 2022 - Melissa January 7, 2022 (\$842,611.75- \$442,526.24 = \$400,085.51 carry forward - 2023 carry forward \$7,500 for final engineering - Meliisa - Dec 22, 2022 - 2024 carry Forward \$7,500 for final engineering - Melissa - Jan 9, 2024	\$7,500.00						\$7,500.00										\$7,500.00	
Wat	6-41-11-10-15-610	Mainstreet streetscape (48-49ave includes watermain and services) - Carry Forward \$40,000 - Melissa - January 7, 2022 - 2023 carry forward - \$7,500 for final engineering - Melissa - Dec 22, 2022 - 2024 Carry Forward - \$7,500 for final engineering - Melissa - Jan 9, 2024	\$7,500.00						\$7,500.00										\$7,500.00	
Water	6-41-11-10-12-610	Watermain replacement east of 44th street between 49-50ave - project delayed due to supply issues and telus line - Carry Forward Balance (\$280,000-\$24,656.34 = \$255,353.66 - Melissa - January 7, 2022 - 2023 carry forward \$7,500 for final engineering - Meliisa - Dec 22, 2022 - 2024 Carry Forward - \$7,500 for final engineering - Melissa, Jan 9, 2024	\$7,500.00						\$7,500.00										\$7,500.00	
Trans	6-32-21-10-14-610	"Okoppe" Parking Lot Upgrade (50th Avenue / 49th Street) - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$44,715.19 (\$60,000 - \$15,284.81) - January 10, 2022 - Melissa - carry forward balance - \$44,715.19-\$16,699.57 = \$28,015.62 - 2023 carry forward \$15,000 for signs and planters - 2024 Carry Forward \$5,000 for Fence - Melissa - Jan 9, 2024	\$5,000.00					\$5,000.00											\$5,000.00	
Cemeter	6-56-00-60-01-660	New - columbarium - Carry forward \$21,000 - Allan - Jan 10, 2024	\$21,000.00		\$18,446.00			\$21,000.00											\$21,000.00	
Parks	6-77-02-30-01-630	Toro mower replacement -tender in 2023 - carry forward - \$96,000 - retender in 2023 - Brad - Dec 22, 2022 - 2024 - Carry Forward - \$96,000 - PLS - Jan 10, 2024	\$96,000.00					\$96,000.00											\$96,000.00	
																			\$0.00	
																			\$0.00	
<b>2023 Carry Forward - Capital Projects (TCA)</b>			\$0.00	\$3,324,243.00		\$435,964.06	\$0.00	\$0.00	\$307,085.92	\$126,000.00	\$247,000.00		\$0.00	\$0.00	\$915,156.75	\$0.00	\$0.00	\$1,729,000.00	\$0.00	\$3,324,242.67
<b>2023 Total Carry Forwards</b>			\$0.00	\$3,764,614.00		\$1,425,241.40	\$28,536.34	\$70,400.00	\$307,085.92	\$178,105.00	\$390,978.73		\$0.00	\$0.00	\$915,156.75	\$0.00	\$0.00	\$1,874,350.94	\$0.00	\$3,764,613.68
<b>2024 Total Capital Budget (including Carry Forwards)</b>			\$0.00	\$8,959,549.00		#DIV/0!	\$258,536.34	\$394,400.00	\$569,085.92	\$1,088,105.00	\$641,913.73		\$62,500.00	\$0.00	\$1,345,156.75	\$918,000.00	\$0.00	\$3,681,850.94		3,764,613.68
<b>2024 Total Capital Budget Difference From Budget to Actual</b>				-\$8,959,549.00					\$1,222,022.26		\$1,730,018.73			Total Grants Available	\$1,359,751.00	\$925,822.73	\$0.00			
									Total Reserves		\$2,952,040.99			Balance - December 31, 2024	\$14,594.25	\$7,822.73	\$0.00			



Town of Stettler

2024 Reserves

31-Dec-23

Pre-Audit

Capital Reserves		31-Dec-21	31-Dec-22	31-Dec-23	2024 Additions	2024 Deletions	31-Dec-24
4-16-00-00-12-760	Computer	\$26,899.74	\$53,799.74	\$63,866.75		-\$16,500.00	\$47,366.75
4-16-00-00-24-760	Disaster Services	\$0.00	\$0.00	\$0.00			\$0.00
4-16-00-00-31-760	Chain Link Fence	\$9,646.00	\$9,646.00	\$9,646.00		-\$9,646.00	\$0.00
4-16-00-00-43-760	Compost Bins/Pads	\$2,880.20	\$2,880.20	\$2,880.20			\$2,880.20
4-16-00-00-56-760	Cemetery	\$2,497.40	\$2,497.40	\$2,497.40			\$2,497.40
4-16-00-00-61-760	GIS System	\$6,703.29	\$6,703.29	\$0.00			\$0.00
4-16-00-01-23-760	Fire Capital	\$770,598.99	\$917,598.99	\$265,348.99	\$100,000.00	-\$66,435.00	\$298,913.99
4-16-00-03-74-760	Senior Centre	\$19,250.00	\$19,250.00	\$15,250.00			\$15,250.00
4-16-00-01-31-760	Common Service - Equipment	\$52,172.73	\$61,852.39	\$11,852.39			\$11,852.39
4-16-00-02-32-760	Streets Improvement	\$10,200.00	\$10,200.00	\$10,200.00			\$10,200.00
4-16-00-01-33-760	Airport Capital	\$14,527.72	\$14,527.72	\$1,127.72			\$1,127.72
4-16-00-01-37-760	Drainage	\$54,581.72	\$54,581.72	\$54,581.72			\$54,581.72
4-16-00-01-74-760	Community Hall	\$0.00	\$0.00	\$0.00			\$0.00
4-16-00-01-77-760	Campground Expansion	\$20,986.21	\$20,986.21	\$20,986.21			\$20,986.21
4-16-00-02-77-760	ML Sport Park	\$16,418.68	\$16,418.68	\$16,418.68			\$16,418.68
4-16-00-03-32-760	Cemetery Road	\$148,342.90	\$148,342.90	\$148,342.90			\$148,342.90
4-16-00-03-73-760	Recreation Agreement	\$800,700.00	\$1,067,600.00	\$945,259.08	\$266,000.00	-\$180,000.00	\$1,031,259.08
4-16-00-02-41-760	WTP (membranes replacement)	\$205,545.21	\$255,545.21	\$150,000.00	\$50,000.00	-\$109,532.73	\$90,467.27
4-16-00-03-41-760	Water Dispensing System	\$3,220.28	\$3,220.28	\$3,220.28			\$3,220.28
4-16-00-01-42-760	Sewer capital	\$13,900.00	\$13,900.00	\$13,900.00			\$13,900.00
4-16-00-05-77-760	Downtown Park	\$0.00	\$0.00	\$0.00			\$0.00
4-16-00-04-77-760	Fishing Pier	\$8,780.00	\$8,780.00	\$8,780.00			\$8,780.00
4-16-00-07-41-760	East Industrial Loop Water	\$3,893.82	\$3,893.82	\$3,893.82			\$3,893.82
<b>Total Capital Reserves</b>		\$2,191,744.89	\$2,692,224.55	\$1,748,052.14	\$416,000.00	-\$382,113.73	\$1,781,938.41

Operating Reserves		31-Dec-21	31-Dec-22	31-Dec-23	2024 Additions	2024 Deletions	31-Dec-24
4-15-00-00-21-700	RCMP Criminal Records Fee	\$62,263.70	\$70,009.95	\$78,629.67			\$78,629.67
4-15-00-00-23-700	Rescue Unit	\$213,628.68	\$233,338.21	\$287,565.47			\$287,565.47
4-15-00-00-31-700	Land Farmed Site	\$7,650.00	\$7,650.00	\$7,650.00			\$7,650.00
4-15-00-00-32-700	Walking Path	\$35,817.14	\$35,817.14	\$0.00			\$0.00
4-15-00-00-43-700	Landfill Site Maintenance	\$3,000.00	\$3,000.00	\$3,000.00			\$3,000.00
4-15-00-00-42-700	Sewer General	\$0.00	\$0.00	\$0.00			\$0.00
4-15-00-00-56-700	Perpetual Care Fund	\$66,294.08	\$70,544.08	\$80,844.08			\$80,844.08
4-15-00-00-61-700	West Stettler Planning	\$3,746.93	\$3,746.93	\$3,746.93			\$3,746.93
4-15-00-00-64-700	BOT - Community Events	\$47,609.24	\$47,609.24	\$47,609.24		-\$46,522.02	\$1,087.22
4-15-00-06-64-700	BOT Events	\$3,477.98	\$3,477.98	\$3,477.98		-\$3,477.98	\$0.00
4-15-00-00-69-700	Building Maintenance	\$39,600.00	\$41,800.00	\$44,000.00			\$44,000.00
4-15-00-00-73-700	SRC - Building Maintenance	\$9,210.47	\$9,210.47	\$9,210.47			\$9,210.47
4-15-00-00-74-700	Culture	\$126,753.17	\$129,256.17	\$45,463.87	\$15,000.00	-\$9,800.00	\$50,663.87
4-15-00-00-97-700	General	\$2,441,808.40	\$3,055,727.06	\$4,296,021.37		-\$1,088,105.00	\$3,207,916.37
4-15-00-01-12-700	Office Automation	\$2,825.15	\$2,825.15	\$2,825.15			\$2,825.15
4-15-00-01-21-700	RCMP Contract	\$399,631.67	\$532,087.47	\$532,087.47			\$532,087.47
4-15-00-01-23-700	Fire - Telus Tower	\$0.00	\$0.00	\$0.00			\$0.00
4-15-00-01-31-700	Salt Shed	\$0.00	\$0.00	\$0.00			\$0.00
4-15-00-01-32-700	Street Light Replacement	\$97,899.84	\$97,899.84	\$97,899.84			\$97,899.84
4-15-00-01-64-700	Beautification	\$13,138.98	\$13,138.98	\$13,138.98			\$13,138.98
4-15-00-01-41-700	Coat Exterior Reservoir	\$40,000.00	\$587.00	\$587.00			\$587.00
4-15-00-01-42-700	Sewer Offsite	\$286,918.90	\$286,918.90	\$286,918.90			\$286,918.90
4-15-00-01-61-700	SE Industrial Plan	\$50,000.00	25 \$0.00	\$0.00			\$0.00

4-15-00-01-66-700	Land Development	\$1,071,554.77	\$1,071,554.77	\$1,071,554.77			-\$200,000.00	\$871,554.77
4-15-00-01-73-700	Playground Program	\$3,000.00	\$3,000.00	\$3,000.00				\$3,000.00
4-15-00-01-77-700	Tree maintenance	\$5,950.00	\$5,950.00	\$5,950.00				\$5,950.00
4-15-00-01-69-700	Health Unit	\$12,500.00	\$12,500.00	\$12,500.00				\$12,500.00
4-15-00-01-74-700	Seniors HUB	\$10,119.46	\$16,119.46	\$9,119.46				\$9,119.46
4-15-00-02-23-700	Regional Squad Unit	\$0.00	\$0.00	\$0.00				\$0.00
4-15-00-02-32-700	Gravel	\$35,300.00	\$35,300.00	\$35,300.00				\$35,300.00
4-15-00-02-61-700	Cold lake Survey	\$13,250.00	\$13,250.00	\$13,250.00				\$13,250.00
4-15-00-02-64-700	BOT - Physician Recruitment	\$5,491.00	\$5,491.00	\$5,491.00				\$5,491.00
4-15-00-02-73-700	SRC Projector System	\$2,712.06	\$2,712.06	\$2,712.06				\$2,712.06
4-15-00-02-77-700	Community Orchard	\$10,921.76	\$25,921.76	\$25,921.76				\$25,921.76
4-15-00-03-12-700	ARB	\$6,000.00	\$6,946.00	\$6,946.00				\$6,946.00
4-15-00-03-41-700	WTS Operations	\$129.09	\$129.09	\$129.09				\$129.09
4-15-00-03-61-700	Planning	\$22,936.70	\$72,936.70	\$72,936.70				\$72,936.70
4-15-00-05-64-700	Marketing Plan	\$0.00	\$0.00	\$0.00				\$0.00
4-15-00-03-64-700	Parade Float	\$0.00	\$0.00	\$0.00				\$0.00
4-15-00-04-64-700	Trade Show	\$95,007.05	\$95,007.05	\$95,007.05				\$95,007.05
4-15-00-04-77-700	In memorium	\$23,361.14	\$23,361.14	\$23,361.14				\$23,361.14
4-15-00-03-77-700	Memorial Park	\$4,864.44	\$4,864.44	\$4,864.44				\$4,864.44
4-15-00-04-32-700	Slurry Seal	\$3,942.42	\$3,942.42	\$3,942.42				\$3,942.42
4-15-00-05-41-700	Well Building	\$50,000.00	\$50,000.00	\$50,000.00				\$50,000.00
4-15-00-07-64-700	Economic Development Incentive	\$10,000.00	\$40,000.00	\$40,000.00				\$40,000.00
4-15-00-05-12-700	Admin Sucession Planning	\$300,000.00	\$300,000.00	\$188,652.60				\$188,652.60
4-15-00-06-12-700	PY - Vacation Accrual	\$163,058.00	\$163,058.00	\$163,058.00				\$163,058.00
	COVID Municipal Operating Support transfer (MOST)	\$198,718.75	\$0.00	\$0.00				\$0.00
4-15-00-06-41-700	Water Plant - Desludging	\$210,000.00	\$280,000.00	\$350,000.00	\$70,000.00			\$420,000.00
4-15-00-07-41-700	Water Plant - Small Equip Non TCA	\$46,374.88	\$96,374.88	\$171,374.88	\$75,000.00			\$246,374.88
<b>Total Operating Reserves</b>		<b>\$6,256,465.85</b>	<b>\$6,973,063.34</b>	<b>\$8,195,747.79</b>	<b>\$160,000.00</b>	<b>-\$1,347,905.00</b>		<b>\$7,007,842.79</b>
4-15-00-00-98-700	Utilities - Other	\$570,198.91	\$513,382.59	\$707,375.53	\$276,645.00	-\$394,400.00		\$589,620.53
4-15-00-00-96-700	Utilities - Water	\$380,696.29	\$391,529.49	\$306,270.29	\$58,756.00	-\$258,536.34		\$106,489.95
4-15-00-00-95-700	Contingency Reserve - Interim Budget - Available for Capital	\$355,417.67	\$527,611.76	\$176,616.32	\$614,396.00	-\$569,085.92		\$221,926.40
<b>Total Interim Budget - Available for Capital (rates /tax)</b>		<b>\$1,306,312.87</b>	<b>\$1,432,523.84</b>	<b>\$1,190,262.14</b>	<b>\$949,797.00</b>	<b>-\$1,222,022.26</b>		<b>\$918,036.88</b>
<b>Total Operating Reserves</b>		<b>\$7,562,778.72</b>	<b>\$8,405,587.18</b>	<b>\$9,386,009.93</b>	<b>\$1,109,797.00</b>	<b>-\$2,569,927.26</b>		<b>\$7,925,879.67</b>
<b>Total Capital &amp; Operating Reserves</b>		<b>\$9,754,523.61</b>	<b>\$11,097,811.73</b>	<b>\$11,134,062.07</b>	<b>\$1,525,797.00</b>	<b>-\$2,952,040.99</b>		<b>\$9,707,818.08</b>
								<b>\$9,707,818.08</b>

**TOWN OF STETTLER**  
**CU BANK RECONCILIATION for Vision Credit Union**  
**AS OF Aug 31 , 2024**

Net Balance at End of Previous Month	\$	16,728,048.59
ADD: General Receipts (summarized below)		1,474,095.05
Interest Earned (Prime 7.20% less 1.60% = 5.60%)		71,671.26
Investments Matured		-
SUBTOTAL		18,273,814.90
LESS: General Disbursements		1,379,381.65
Payroll		329,832.49
Investments		-
Debenture Payments		-
Returned Cheques		1,119.45
Bank Charges		553.01
SUBTOTAL		1,710,886.60
<b>NET BALANCE AT END OF CURRENT MONTH (General Ledger)</b>	<b>\$</b>	<b>16,562,928.30</b>

Balance at End of Month - Bank		16,449,727.23
ADD: Outstanding Deposits		125,775.77
LESS: Outstanding Cheques		12,574.70
<b>NET BALANCE AT END OF CURRENT MONTH (Bank)</b>	<b>\$</b>	<b>16,562,928.30</b>

<u>INVESTMENTS:</u>		
US Bank Account		502,137.44
US Bank Interest		106.33
SUBTOTAL		502,243.77

**TOTAL CASH ON HAND AND ON DEPOSIT** **\$ 17,065,172.07**

THIS STATEMENT SUBMITTED TO COUNCIL THIS 2th DAY OF Sept, 2024

\_\_\_\_\_  
MAYOR ASSISTANT CAO

	A	B	C
2	<b>GENERAL RECEIPTS SUMMARY</b>		
3	AB Health Service	Rental- Kennedy	17,799
4	Apex	Franchise Fee	133,880
5	Atco Electric	Franchise Fee	72,691
6	BOT	Salary Reversal	22,232
7	Chandos Const	Build / Dev permit	5,417
8	County Of Stettler	Reg Fire Truck Modi	10,354
9	Fines Distrbution	Fine	5,475
10	Gov't Alberta	GST	32,072
11	HWY 12/21	Water	50,696
12	LCFF OOP	Pro MSI	104,896
13	Libaray	Salary Reversal	85,738
14	SMRWSC	Water	97,613
15	Spiral Mobility	Land Sale	10,101
16	Tax	AR	358,534
17	UFA	Wastewater Connection	42,961
18	Utility	AR	332,913
19	Other		90,723
20		Total	1,474,095

**TO:** Town of Stettler Council

**DATE:** 2024 09 17

**FROM:** Leann Graham  
CAO

## **CHIEF ADMINISTRATIVE OFFICER'S REPORT – AUGUST 2024**

### **CAO – LEANN GRAHAM**

#### 1. Meetings:

- Vacation August 26 - 30
- Town Council
- Staff and Department Head
- Daily Office Meetings
- Weekly Meetings with Mayor Nolls
- General Administrative Staff Meetings
- Fire Staff Meetings
- Town Life Planning Meeting
- Meeting with Clearview Superintendent
- Doctor Attraction Meeting
- Staff BBQ
- IDP Prep Meeting
- Safety Day
- IDP workshop
- Archival and Corporate Project Planning

#### 2. Projects:

- Council Agendas
  - Staff Reports Review and Preparation
- Clearview Shared Facility Agreement Review
- Human Resource Matters
- Budget Review
- Development Officer Training/Mentorship
- Administrative and Staff Matters
- Ratepayer and Community Partner Matters
- SRFD Agreement Management
- Archival and Corporate Project Planning
- Joint Administration Building Insurance
- Xplore Tower Request
- Organizational Policy Review
- Employee Attendance Policy
- Town Office Facility Inspection and Planning
- Corporate/Communications Replacement
- Fire Agreement Financials
- SRC Upgrades Contract Review
- ODR Contract Review
- AM Convention Organization and Prep

**ASSISTANT CAO – KIM HYMERS**

1. Meetings attended included:
  - a. Council
  - b. Staff
  - c. Department Head
  - d. Safety Committee Meeting
  - e. Town Life
  - f. Clean Energy Improvement Program Check-In
  - g. Intro to Citywide Webinar
  - h. Ministry Topics
  - i. Safety Day
  - j. FCM Grant Webinar
  
2. Projects worked on included:
  - a. Policy Review – read and review policies
  - b. Bylaw Review – read and review bylaws
  - c. Financial Reports
  - d. Month End Financial Reporting
  - e. Payroll Budget
  - f. Tangible Capital Asset Report
  - g. Continued training with Manager of Accounting & Financial Services

**DIRECTOR OF OPERATIONS – MELISSA ROBBINS**

- Sidewalk replacement contract underway
- Cold Storage Replacement contract prep and construction started
- Airport Runway Rehabilitation pre construction meetings
- Highway 56 and 12 Rehab preconstruction meeting
- Offsite Levy – 1<sup>st</sup> reading to Council and circulation
- Kin Club playground layout and pathway estimates
- Town Life Planning meeting and articles
- Staff performance discussions
- Developer meeting – servicing standards and costing
- IDP Workshop
- Attended safety day activity
- Okoppe parking lot fence layout
- Parks and Public Works Meeting
- Vacation August 26-Sept 3

**TRANSPORTATION – SARAH MCCRINDLE**

- Dig and fill cremations as needed
- Applied rubberized crackfiller to 70st north of the train tracks on the portion of the road that was oiled last year
- Sweeper out when needed
- Grader out grading lanes and perimeter roads
- Shop inspection
- Cross walk and traffic lights monthly inspection
- Haul excess used material to the regional land fill
- Open and close columbarium as needed
- Line painting thru out the town
- Staff responded to flooding on the weekend of the august long after a huge rainfall went thru town. Also had to cut down some branches off trees that went down in the storm
- Sent a staff member to Calgary to pick up parts for the street sweeper
- Fixed a catch basin on spruce drive before the paving crew came in
- Cleaned up the grader, excavator, sidewalk machine, and the hydro vac to take to the day care for the kids to look at
- Pulled all the old playground equipment at the kinsmen park on 50A Ave
- Pushed up the compost site
- Pushed up the concrete site
- Met two different contractors at the cemetery to get quotes for a wheel chair access at the new columbarium
- Put out the speed trailer on the avenue in front of the firehall
- Marked the new pathway for the kinsmen playground
- Dug out and backfilled for the new pathway at the kinsmen park
- Garbage can repair when needed
- Put the speed radar trailer in the playground zone on 44ave by Parkdale
- Put in a sign post at the cemetery for parks to mount a sign
- Hosted our yearly public works barbeque
- Attended safety day
- Submitted a list of trees that will affect snow removal on our sidewalks and pathways to parks and one to bylaw for business and homeowner trees
- Put up a handicap sign at the legion where the handicap logo is on the road
- Repaired a sign at the west Stettler ball diamonds
- Replaced the draw bar on the grader
- Took down the goose crossing signs along 44ave at cold lake
- Took down a old trailer at the back of the homesteaders park
- Dug the holes for the pilings for where we are moving the existing cold storage to make room for the new building
- Cemented in posts for the new fence at the Okoppe parking lot
- Sign repairs thru out town when needed
- Sent out emails for equipment rental prices for snow removal
- Cemented in posts to mark the wheelchair access at the columbarium at the cemetery

- Installed the new fence at the Okoppe parking lot
- Ground all the sidewalk trips from the sidewalk inspections earlier in the year
- Graded the road at the water treatment plant
- Ditch cleaning

**DIRECTOR OF PARKS & LEISURE SERVICES / PARKS & LEISURE SERVICES FOREMAN – ALLAN KING**

**Meetings:**

- Parks and open spaces master plan
- Heartland Beautification
- Joint Parks and Public Works planning
- Safety Day
- After council
- Department head
- Town Life fall addition
- U22 Baseball
- BOT meeting

**Projects:**

- Transient control
- Lift training
- Ice logo removal
- Airport soffit repair
- Community Hall carpets, tiles, and belts
- Ice Plant issues (heat)
- Gopher control
- Beaver control
- Regular grass maintenance
- Delivered shade tables
- Overhead door repair
- Hockey School
- Soccer net removal and frame painting
- Elevator repair and maintenance
- Logo replacement
- Unplug sewer at Campground
- Concern and complaint sheets
- Had some vacation at the end of the month and into September

**PLANNING & DEVELOPMENT SERVICES – ANGELA STORMOEN**

1. Building Permit Activity to Date

	<b>2024 Permits to August 31, 2024</b>	<b>2023 Permits to August 31, 2023</b>
<b>Institutional</b>	\$1,029,720.00	\$155,000.00
<b>Industrial</b>	\$37,000.00	\$100,412.00
<b>Commercial</b>	\$1,196,600.00	\$1,787,525.00
<b>Residential</b>	\$1,417,574.00	\$2,014,961.00
<b>Total</b>	<b>\$3,680,895.00</b>	<b>\$4,057,898.00</b>

2. Projects:

- Land Sale(s)
- Wellings Development
- Economic Development Committee Initiative
- AE Kennedy Maintenance / Paving
- Bylaw Property Inspections and Enforcement
- Planning & Development Inquiries
- Housing Assessment
- Intermunicipal Development Plan
- Rezoning Applications
- Leasehold Agreements

3. Meetings:

- Intermunicipal Development Plan
- Council Meeting
- Compliance Property Meetings
- Bylaw Inspection Meetings
- Development Inquiry Meetings
- Staff and Department Head
- Health Unit
- Municipal Planning Commission

**WATER – GRANT MCQUAY**

- 1) Rounds, readings and locates
- 2) Dig site maintenance
- 3) Weekly cleaning of WTS sanitary tank's
- 4) CL17 analyzer bottles changed out.
- 5) Flushed grease mat at A lift station
- 6) Curbstop repair's
- 7) Turning off CC's for plumbing repairs/non payment
- 8) Weekly water distribution sampling for bacti and chlorine residuals.
- 9) Weekly testing for lift station emergency system.
- 10) Sewer backups and responding to customers
- 11) Sewer service repairs



- 12) Water Service leak repairs
- 13) Weekly Wastewater sampling.
- 14) Weekly Wastewater treatment.
- 15) Water Meter changes.
- 16) Aeration system, monitored quality of treatment
- 17) Council Meeting/Safety meeting
- 18) Worked on Shop projects
- 19) Water dispenser replaced Flowmeter and control module
- 20) Sewer Main Flushing- program
- 21) Water Main Valve repairs.
- 22) Weekly cleaning of screen in MH#2 at Lagoons
- 23) Working with construction contractors
- 24) Microcystin sampling
- 25) Communication Tower issues
- 26) Aeration building repairs
- 27) Reservoir CL17 issues.

**PARKS & LEISURE FOREMAN – DESIRAE PERRY**

- helped contractor fix brick pillars at Memorial Park. They look great!
- helped pick up and gather 'Stettler Needs Doctors" signs
- removed swings at FasGas playground: fenced entrances to close down in preparation for new park
- put new swings up at Parkdale Playground
- hosted ECHS and 3 on3
- completed ice, had to remove center logo and reinstall
- painted soccer nets and foul poles at Parkdale ball diamond
- set up barricades for Stettler Fest
- landscaped around new columbarium at the Cemetery
- daily upkeep of Campground, Sports Park and Spray Park bathrooms
- usual upkeep of green spaces; mow and weedeat
- tree takedowns and trimming
- rototill Community Gardens
- continuous watering of flowers and ensuring tanks are full
- Playground Audits
- Placed out 3 picnic tables with new shade covers
- Summer Casuals finished their season with us in late August

Parks and Open Spaces Meeting

Parks and Public Works Meeting

Met with Kyle P. regarding diamond 1 at the Sports Park

Attended Safety Day

**TOWN OF STETTLER FIRE CHIEF – MARK DENNIS**

1. Training
  - Aug 12 Officer Meeting
  - Aug 19 AFRRCS training
  - Aug 26 MFR training
  
2. Fire Department Operations
  - Fire station emergency warning light project
  - First Due software evaluation
  - Open house planning
  - AFRRCS - mobile radio installation Town FD units
  - Capital budget planning
  - Replacement engine design/ specification
  - Apparatus maintenance
  - Ongoing fire safety inspections and pre planning, fire safety public education, incident investigations, fire cause determination submission to AB gov
  - Vacation

**WATER TREATMENT PLANT SUPERVISOR – Chris Saunders**

1. Steve Dahl installed the new cooler on compressor A. Compressor now in service.
2. HACH technician was out to do the biyearly maintenance and certification on the AMC 5500. The tech was unable to complete the work and the AMC 5500 was sent off to the HACH shop for repairs. We are now relying on lab sampling until the unit is sent back to us.
3. Small leak on the fluoride discharge piping. New parts have been purchased to make repairs which will be completed at earliest opportunity.
4. There was a communication failure between the WTS and plant PLC. The server was reset and problem rectified.
5. The polymer area monorail and the high lift pump area monorail have been engineer approved for 2000 kg 's each. Plates and markings will be attached to monorails. The Chlorine electric crane, which is no longer being used, will now be able to be moved to the high lift pump area to replace the manual chain fall.
6. There is still ongoing commissioning work with the Computer Upgrade Capital Project.
7. Cathodic Protection Survey completed for this year. No problems indicated.
8. Still waiting on a part to repair AH2. Should be here early September. AHI Capital upgrade should be almost completed in September. The humidity probe should be delivered at the end of September which is the last part.

9. Will schedule the boilers inspection and clean by Action Plumbing for September.
10. Routine monthly maintenance carried out.

**DIRECTOR OF INFORMATION SERVICES – GRAHAM SCOTT**

Meetings:

- August 1<sup>st</sup> – Joint Health & Safety meeting
- August 7<sup>th</sup> – Western Municipal GIS Network meeting
- August 19<sup>th</sup> – Town Safety Day
- Staff & Department Head meetings
- Daily office meetings
- Weekly IT meetings

Projects of note include:

- Updated zoning data for the Town (database, .pdf, webmaps)
- Updated addressing data for the Town (database, .pdf, webmaps)
- Annual Staff Safety Day presentation on cyber-security training
- Custom webmap + digital copy for Board of Trade/Community Wide Garage Sale
- Re-programmed office phones
- Technology quotes and hardware upgrades
- Added AB Land Title updates into our databases
- Providing data to consultants working on Town projects
- Fulfilling other mapping/printing requests
- Other mapping and database updates (paper, electronic and webmap)

**REGIONAL FIRE MANAGER – IVAN DIJKSTRA**

1.Meetings attended included:

- Town Administration Meeting,
- County Administration Meeting,
- Town Health & Safety meeting
- County Health & Safety meetings
- AFRRCS meetings,
- Kick-off meeting with Marc Boutin Architectural Collaborative for SRFD station 1

2.Projects worked on included:

- Assist fire investigation & emergency incident responses, and call entry data maintenance
- Continued work on preparation of AFRRCS Roll-out, hardware is in the process of being programmed. All mobile radios programmed and completed installation in the vehicles.
- AFRRCS Scheduled Go-Live date of September 16 @ 10AM
- Fire Hall Tour Stettler Regional Childcare
- Started budgets 2025

- Year-to-Date SRFD Incident Statistics as of July 31, 2024:

	<b>SRFD</b>	<b>Town</b>	<b>County</b>
Fire Dollar Loss	11	5	6
Fire No Dollar Loss	32	4	28
Medical Assists	39	19	20
MVC	21	6	15
Alarms Ringing	49	40	9
Hazmat	1	1	0
Other	7	4	3
<b>TOTAL</b>	<b>160</b>	<b>79</b>	<b>81</b>

Leann Graham  
 CAO

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77428	77438
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount															
Corspraying	77428	2024-09-06	\$3,643.67															
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>P&amp;L - Contract Fertilizing</td> <td>2414</td> <td>\$855.75</td> </tr> <tr> <td>Pest - Weed Control</td> <td>2415</td> <td>\$2,344.13</td> </tr> <tr> <td>Pest - Weed Control</td> <td>2416</td> <td>\$443.79</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	P&L - Contract Fertilizing	2414	\$855.75	Pest - Weed Control	2415	\$2,344.13	Pest - Weed Control	2416	\$443.79			
Invoice Description	Invoice Number	Invoice Amount																
P&L - Contract Fertilizing	2414	\$855.75																
Pest - Weed Control	2415	\$2,344.13																
Pest - Weed Control	2416	\$443.79																
Estate of Dolores Fakas	77429	2024-09-06	\$126.49															
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>Water - Refund Credit Balance</td> <td>2024.08.30</td> <td>\$126.49</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	Water - Refund Credit Balance	2024.08.30	\$126.49									
Invoice Description	Invoice Number	Invoice Amount																
Water - Refund Credit Balance	2024.08.30	\$126.49																
LIV North	77430	2024-09-06	\$1,018.50															
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>Fitness - Supplies</td> <td>IN00051374</td> <td>\$1,018.50</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	Fitness - Supplies	IN00051374	\$1,018.50									
Invoice Description	Invoice Number	Invoice Amount																
Fitness - Supplies	IN00051374	\$1,018.50																
Maika Home Services	77431	2024-09-06	\$2,310.00															
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>Health Unit &amp; Office - WIndow</td> <td>2128</td> <td>\$2,310.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	Health Unit & Office - WIndow	2128	\$2,310.00									
Invoice Description	Invoice Number	Invoice Amount																
Health Unit & Office - WIndow	2128	\$2,310.00																
Maxine Frickleton	77432	2024-09-06	\$39.46															
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>Water - Refund Credit Balance</td> <td>2024.08.30</td> <td>\$39.46</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	Water - Refund Credit Balance	2024.08.30	\$39.46									
Invoice Description	Invoice Number	Invoice Amount																
Water - Refund Credit Balance	2024.08.30	\$39.46																
Mr Green Carpet Clean	77433	2024-09-06	\$808.50															
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>Community Hall - Steam Clean</td> <td>033</td> <td>\$808.50</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	Community Hall - Steam Clean	033	\$808.50									
Invoice Description	Invoice Number	Invoice Amount																
Community Hall - Steam Clean	033	\$808.50																
Receiver General for Canada	77434	2024-09-06	\$59,662.95															
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>Town Tax Remittance</td> <td>PP18-24</td> <td>\$47,519.71</td> </tr> <tr> <td>Town Tax Remittance</td> <td>PP18-24.</td> <td>\$6,127.32</td> </tr> <tr> <td>BOT Tax Remittance</td> <td>PP18-24.BOT</td> <td>\$2,594.16</td> </tr> <tr> <td>Library Tax Remittance</td> <td>PP18-24.LIBRAR</td> <td>\$3,421.76</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	Town Tax Remittance	PP18-24	\$47,519.71	Town Tax Remittance	PP18-24.	\$6,127.32	BOT Tax Remittance	PP18-24.BOT	\$2,594.16	Library Tax Remittance	PP18-24.LIBRAR	\$3,421.76
Invoice Description	Invoice Number	Invoice Amount																
Town Tax Remittance	PP18-24	\$47,519.71																
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BOT Tax Remittance	PP18-24.BOT	\$2,594.16																
Library Tax Remittance	PP18-24.LIBRAR	\$3,421.76																
Sienna's Cleaning	77435	2024-09-06	\$900.00															
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>Shop - Cleaning</td> <td>175664</td> <td>\$900.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	Shop - Cleaning	175664	\$900.00									
Invoice Description	Invoice Number	Invoice Amount																
Shop - Cleaning	175664	\$900.00																
Stettler Tool & Hardware	77436	2024-09-06	\$678.25															
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>Shop - Tools</td> <td>10014507</td> <td>\$52.49</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	Shop - Tools	10014507	\$52.49									
Invoice Description	Invoice Number	Invoice Amount																
Shop - Tools	10014507	\$52.49																

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Trans - Tools	10014298		\$440.99
Trans - Chain for chain saw	10014357		\$75.58
Trans - Blade	10014743		\$109.19
=====			
The Society of Local Governmen	77437	2024-09-06	\$425.00
=====			
Invoice Description	Invoice Number		Invoice Amount
-----			
Admin - Professional Fees	264.2024		\$425.00
=====			
Work Authority	77438	2024-09-06	\$514.49
=====			
Invoice Description	Invoice Number		Invoice Amount
-----			
Fire - Joint - Grip Xtreme	AI00006057		\$514.49
=====			
	Total Cheques		\$70,127.31
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77453	77466
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Active Network	77453	2024-09-13	\$5,010.98
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	P&L - GST	22023335	\$22.39
	P&L - Software Maintenance	4200012684	\$959.31
	P&L - Software Maintenance	4200012753	\$1,007.32
	P&L - Software Maintenance	4200012754	\$1,007.32
	P&L - Software Maintenance	4200012788	\$1,007.32
	P&L - Software Maintenance	4200012821	\$1,007.32
-----			
Canada Post Corporation	77454	2024-09-13	\$1,752.47
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Office - Tax Notices	992671485	\$1,665.95
	Computer - Battery Return	9928667120	\$86.52
-----			
CECO Poles & Structures Inc.	77455	2024-09-13	\$2,352.00
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Fire - Sidewalks	2024.08.20	\$2,352.00
-----			
Collin's Concrete & Bobcat Ltd	77456	2024-09-13	\$15,745.80
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Holdback Release	3041514	\$15,745.80
-----			
Receiver General for Canada	77457	2024-09-13	\$2,702.48
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Fire - Joint - Radio Licence	20240058715	\$2,702.48
-----			
Farhat Jihad	77458	2024-09-13	\$123.60
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Water - Refund credit Balance	2024.09.10	\$123.60
-----			
Miller, Cam	77459	2024-09-13	\$568.00
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Fire - Joint - PCP Renewal	2024.09.10	\$568.00
-----			
Receiver General for Canada	77460	2024-09-13	\$10.30
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Town Tax Remittance	PP18-24A	\$10.30
-----			
Shane LaRose Contracting	77461	2024-09-13	\$2,625.00
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Park - Memorial Park Pillars	184635		\$2,625.00
=====			
Spiral Mobility	77462	2024-09-13	\$757.65
=====			
Invoice Description	Invoice Number	Invoice Amount	
Trans - Tools	18038	\$712.52	
Shop - Charger	17851	\$45.13	
=====			
Thinktel Communications	77463	2024-09-13	\$165.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Office - Telephone	1346608	\$165.00	
=====			
Town of Stettler - Petty Cash	77464	2024-09-13	\$254.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Petty Cash - Lotto	2024.09.06	\$254.00	
=====			
Town Trophy & Gifts	77465	2024-09-13	\$110.25
=====			
Invoice Description	Invoice Number	Invoice Amount	
HBC - Covered Table Plaques	16051	\$110.25	
=====			
Van Electric	77466	2024-09-13	\$2,355.68
=====			
Invoice Description	Invoice Number	Invoice Amount	
Water - Runway Lights	740	\$367.50	
Health Unit - Repair Plug Ins	739	\$577.50	
Health Unit- Repair Electrical	747	\$605.33	
Shop - Fix Pressure Washer	754	\$805.35	
=====			
Total Cheques			\$34,533.21
=====			



Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0007887	EFT0007932
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Acklands - Grainger Inc.	EFT0007887	2024-09-10	\$357.09
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Pool - Janitor Supplies		9228076510	\$53.72
Pool - Janitor Supplies		9228612447	\$303.37
-----			
Air Liquide Canada Inc.	EFT0007888	2024-09-10	\$252.72
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Shop - Compressed Gas		77729715	\$252.72
-----			
APEX Supplementary Pension Pla	EFT0007889	2024-09-10	\$334.42
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Sub Pension Plan		PP18-24	\$334.42
-----			
Auton, Ezra	EFT0007890	2024-09-10	\$220.49
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Roads - Clothing Allowance		2024.08.28	\$220.49
-----			
Bagshaw Electric Ltd.	EFT0007891	2024-09-10	\$2,585.42
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Pool - Building Repair		W14694	\$316.29
SRC - Equipment Repair		W14672	\$1,162.01
P&L - Breaker Replacment		W14686	\$127.42
Parks - Microswitch		IC058447	\$40.79
WTP - Reconnect Air Handler		W14709	\$484.26
Trans - Light Bulbs		IC058629	\$92.40
Fire - Battery		IC056986	\$362.25
-----			
Barnes, Roger	EFT0007892	2024-09-10	\$25.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
SRC - Phone Allowance		2024.09.01	\$25.00
-----			
Bearcom Canada Corp.	EFT0007893	2024-09-10	\$52.50
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Fire Town - Truck Repair		5775356	\$52.50
-----			
Benoit, Morgan	EFT0007894	2024-09-10	\$250.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Water - Clothing Allowance		2024.08.28	\$250.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount																																	
Bounty Onsite Inc.	EFT0007895	2024-09-10	\$5,875.14																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Trans - Magnets</td> <td>001-155376</td> <td>\$672.00</td> </tr> <tr> <td>Trans - Paint &amp; Tools</td> <td>001-155390</td> <td>\$123.81</td> </tr> <tr> <td>Lions - Janitor Supplies</td> <td>001-155491</td> <td>\$775.64</td> </tr> <tr> <td>Water - Saftey Glasses</td> <td>001-155626</td> <td>\$2,159.74</td> </tr> <tr> <td>SRC - Supplies</td> <td>001-155965</td> <td>\$1,376.07</td> </tr> <tr> <td>WTP - Lab Supplies</td> <td>001-155662</td> <td>\$692.62</td> </tr> <tr> <td>Water - Marking Paint</td> <td>001-155994</td> <td>\$75.26</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Trans - Magnets	001-155376	\$672.00	Trans - Paint & Tools	001-155390	\$123.81	Lions - Janitor Supplies	001-155491	\$775.64	Water - Saftey Glasses	001-155626	\$2,159.74	SRC - Supplies	001-155965	\$1,376.07	WTP - Lab Supplies	001-155662	\$692.62	Water - Marking Paint	001-155994	\$75.26									
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Water - Marking Paint	001-155994	\$75.26																																		
Brogan Fire and Safety	EFT0007896	2024-09-10	\$240.84																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Fire - Town - TruShield</td> <td>30148409</td> <td>\$240.84</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Fire - Town - TruShield	30148409	\$240.84																											
Invoice Description	Invoice Number	Invoice Amount																																		
Fire - Town - TruShield	30148409	\$240.84																																		
Canadian Tire #671	EFT0007897	2024-09-10	\$233.00																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Water - Materials for Welding</td> <td>2457</td> <td>\$36.74</td> </tr> <tr> <td>Parks - Flower Truck Nozzle</td> <td>2475</td> <td>\$50.38</td> </tr> <tr> <td>WTP - Supplies</td> <td>2490</td> <td>\$126.99</td> </tr> <tr> <td>P&amp;L - Impact Adaptors</td> <td>2501</td> <td>\$18.89</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Water - Materials for Welding	2457	\$36.74	Parks - Flower Truck Nozzle	2475	\$50.38	WTP - Supplies	2490	\$126.99	P&L - Impact Adaptors	2501	\$18.89																		
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WTP - Supplies	2490	\$126.99																																		
P&L - Impact Adaptors	2501	\$18.89																																		
Canadian Union of Public Empl	EFT0007898	2024-09-10	\$715.00																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Union Dues</td> <td>PP18-24</td> <td>\$715.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Union Dues	PP18-24	\$715.00																											
Invoice Description	Invoice Number	Invoice Amount																																		
Union Dues	PP18-24	\$715.00																																		
Canoe Procurement Group of Can	EFT0007899	2024-09-10	\$12,565.81																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Trans - Tire Repair</td> <td>AB224394</td> <td>\$85.60</td> </tr> <tr> <td>Trans - Solar Light Parts</td> <td>AB223465</td> <td>\$204.38</td> </tr> <tr> <td>Water - Tire Repair</td> <td>AB222939</td> <td>\$82.36</td> </tr> <tr> <td>Parks - Mower Tire Repair</td> <td>AB221346</td> <td>\$41.46</td> </tr> <tr> <td>Trans - Tire Repair</td> <td>AB221318</td> <td>\$75.81</td> </tr> <tr> <td>Gas &amp; Diesel</td> <td>PF-12108-11578</td> <td>\$4,632.32</td> </tr> <tr> <td>Trans - Hydraulic Oil</td> <td>PF-12099-11557</td> <td>\$130.75</td> </tr> <tr> <td>Trans - Filter</td> <td>AB222004</td> <td>\$124.12</td> </tr> <tr> <td>Trans - Door Latch</td> <td>AB222462</td> <td>\$232.27</td> </tr> <tr> <td>Fire - Engine 13 Service</td> <td>AB221535</td> <td>\$6,956.74</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Trans - Tire Repair	AB224394	\$85.60	Trans - Solar Light Parts	AB223465	\$204.38	Water - Tire Repair	AB222939	\$82.36	Parks - Mower Tire Repair	AB221346	\$41.46	Trans - Tire Repair	AB221318	\$75.81	Gas & Diesel	PF-12108-11578	\$4,632.32	Trans - Hydraulic Oil	PF-12099-11557	\$130.75	Trans - Filter	AB222004	\$124.12	Trans - Door Latch	AB222462	\$232.27	Fire - Engine 13 Service	AB221535	\$6,956.74
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Trans - Hydraulic Oil	PF-12099-11557	\$130.75																																		
Trans - Filter	AB222004	\$124.12																																		
Trans - Door Latch	AB222462	\$232.27																																		
Fire - Engine 13 Service	AB221535	\$6,956.74																																		
Capital Power	EFT0007900	2024-09-10	\$92,513.14																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Power - August</td> <td>5189634</td> <td>\$85,378.72</td> </tr> <tr> <td>Capital Power - Affiliates</td> <td>5189649</td> <td>\$7,134.42</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Power - August	5189634	\$85,378.72	Capital Power - Affiliates	5189649	\$7,134.42																								
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Power - August	5189634	\$85,378.72																																		
Capital Power - Affiliates	5189649	\$7,134.42																																		
ClearTech Industries Inc.	EFT0007901	2024-09-10	\$24,427.82																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>WTP - Polydex Algaecide</td> <td>INV1122527</td> <td>\$7,453.57</td> </tr> <tr> <td>WTP - Sodium Hypochlorite</td> <td>INV1122882</td> <td>\$8,891.86</td> </tr> <tr> <td>Water - Colorimeter</td> <td>INV1124486</td> <td>\$3,522.28</td> </tr> <tr> <td>WTP - Chemicals</td> <td>INV1130106</td> <td>\$4,560.11</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	WTP - Polydex Algaecide	INV1122527	\$7,453.57	WTP - Sodium Hypochlorite	INV1122882	\$8,891.86	Water - Colorimeter	INV1124486	\$3,522.28	WTP - Chemicals	INV1130106	\$4,560.11																		
Invoice Description	Invoice Number	Invoice Amount																																		
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WTP - Sodium Hypochlorite	INV1122882	\$8,891.86																																		
Water - Colorimeter	INV1124486	\$3,522.28																																		
WTP - Chemicals	INV1130106	\$4,560.11																																		

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Dahl, Steven	EFT0007902	2024-09-10	\$70.00
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Shop - Tool Allowance	2024.09.01	\$70.00
-----			
Dodd, Sonia	EFT0007903	2024-09-10	\$125.00
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Pool - Phone & Travel	2024.09.01	\$125.00
-----			
Dolan, Lori	EFT0007904	2024-09-10	\$25.00
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Pool - Phone Allowance	2024.09.01	\$25.00
-----			
Graham, Leann	EFT0007905	2024-09-10	\$375.00
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Admin - Travel & Phone	2024.09.01	\$375.00
-----			
Hadley Concrete	EFT0007906	2024-09-10	\$1,783.32
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Cemetery - Ramp Pad	2412	\$1,783.32
-----			
Stettler Home Hardware	EFT0007907	2024-09-10	\$237.64
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Water - Shovel	137824	\$23.59
	Trans - Water	137900	\$7.50
	Parks - Mulch	137922	\$10.49
	Office - water	137874	\$10.50
	Office - Water	137965	\$10.50
	Trans - Water	137987	\$7.50
	Trans - Water	138074	\$7.50
	Office - Water	138023	\$10.50
	Shop - Cat Food	138095	\$26.22
	Water - Extendable Arm	138073	\$104.99
	Water - Paint Brushes	1380	\$18.35
-----			
Hymers, Kim	EFT0007908	2024-09-10	\$100.00
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Admin - Travel & Phone	2024.09.01	\$100.00
-----			
Joe Johnson Equipment	EFT0007909	2024-09-10	\$585.52
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Street Clean - Bearings	P44644	\$585.52
-----			
Local Authorities Pension Plan	EFT0007910	2024-09-10	\$31,338.94
-----			
	Invoice Description	Invoice Number	Invoice Amount
	LAPP Contribution	PP18-24	\$31,338.94

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Leckie, Neil	EFT0007911	2024-09-10	\$25.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Pool - Phone Allowance	2024.09.01	\$25.00	
=====			
Macey, Mikayla	EFT0007912	2024-09-10	\$40.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Shop - Tool Allowance	2024.09.01	\$40.00	
=====			
Manalastas, Victor	EFT0007913	2024-09-10	\$3,412.50
-----			
Invoice Description	Invoice Number	Invoice Amount	
Office Janitor	18	\$3,150.00	
Fire Joint - Janitor	19	\$262.50	
=====			
McCrinkle, Sarah	EFT0007914	2024-09-10	\$90.74
-----			
Invoice Description	Invoice Number	Invoice Amount	
Roads - Clothing Allowance	2024.09.03	\$90.74	
=====			
McKee, Tracey	EFT0007915	2024-09-10	\$100.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Admin - Travel & Phone	2024.09.01	\$100.00	
=====			
Mega-Tech	EFT0007916	2024-09-10	\$2,216.39
-----			
Invoice Description	Invoice Number	Invoice Amount	
Fire - Mounting Bracket	24-4836	\$321.59	
Fire - Town Truck	24-5087	\$1,894.80	
=====			
Municipal Property Consultants	EFT0007917	2024-09-10	\$7,063.60
-----			
Invoice Description	Invoice Number	Invoice Amount	
Assessor - August	17185	\$7,063.60	
=====			
Peavey Mart	EFT0007918	2024-09-10	\$426.35
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC - Netting Supplies	2002485006	\$83.38	
Trans - Chicken Wire	2000965003.	\$20.99	
Water - Camlock Fittings	200217004	\$18.88	
Trans - Fix Grate	3006241003	\$17.84	
Parks - Shirt	2000651003	\$36.74	
P&L - Wrenches	2001197004	\$29.36	
P&L - Tile Knife	2000861003	\$41.99	
Parks - Hi Vis	2000787003	\$41.99	
P&L - Screws	2001323003	\$19.41	
Water - Brass Fittings	2001044003	\$3.45	
Water - Vice Grips	2001386003	\$24.14	
Water - Furnace Filters	2000745003	\$88.18	
=====			
Perry, Desirae	EFT0007919	2024-09-10	\$50.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
P&L - Telephone Allowance	2024.09.01	\$50.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Peterson, Chase	EFT0007920	2024-09-10	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Pool - Phone Allowance	2024.09.01	\$25.00	
Peterson, Jacqui	EFT0007921	2024-09-10	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
P&L - Telephone	2024.09.01	\$25.00	
Purolator Courier Ltd.	EFT0007922	2024-09-10	\$962.39
Invoice Description	Invoice Number	Invoice Amount	
Water & WTP - Freight	5550535226	\$962.39	
Robbins, Brad	EFT0007923	2024-09-10	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
P&L - Travel Allowance	2024.09.01	\$100.00	
Standage, Maddie	EFT0007924	2024-09-10	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
P&D - Travel Allowance	2024.09.01	\$150.00	
Stettler Dads Services	EFT0007925	2024-09-10	\$1,500.00
Invoice Description	Invoice Number	Invoice Amount	
Water - August Meter Reader	2024-08	\$1,500.00	
Stingray Radio Inc.	EFT0007926	2024-09-10	\$546.00
Invoice Description	Invoice Number	Invoice Amount	
August Advertising	809418-8	\$546.00	
Stormoen, Angela	EFT0007927	2024-09-10	\$175.00
Invoice Description	Invoice Number	Invoice Amount	
P&D - Travel and Phone	2024.09.01	\$175.00	
Uptown Office Supply Ltd.	EFT0007928	2024-09-10	\$1,347.00
Invoice Description	Invoice Number	Invoice Amount	
Computer - USB Sticks	09224	\$47.41	
Trans - Trolley	09235	\$478.80	
P&L - Office Supplies	09236	\$30.03	
P&L - Office Supplies	09272	\$112.14	
Office - Supplies	09289	\$97.98	
Office - Frames	09311	\$26.71	
Trans - Laptop Cover	09325	\$55.23	
Office - Supplies	09331	\$108.90	
Office - Filing Cabinet	09315	\$288.75	
Fire - Office Supplies	09324	\$101.05	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Wet Water Industries Ltd.	EFT0007929	2024-09-10	\$95.26
-----			
Invoice Description	Invoice Number	Invoice Amount	
Fire - Joint - Salt	AR59799	\$95.26	
-----			
White Ice (1995) Ltd.	EFT0007930	2024-09-10	\$387.35
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC - Ice Lane	33815	\$387.35	
-----			
WFR Wholesale Fire & Rescue Lt	EFT0007931	2024-09-10	\$6,486.44
-----			
Invoice Description	Invoice Number	Invoice Amount	
Fire - Hoses	INV/2024/3907	\$6,486.44	
-----			
Yost, Dustin & Maria Cristine	EFT0007932	2024-09-10	\$2,000.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Comm Hall - Janitor	2024.09.01	\$2,000.00	
-----			
Total Cheques			\$202,512.83
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0007933	EFT0007971
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
969754 Alberta Ltd.	EFT0007933	2024-09-17	\$441.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Shop BBQ		333	\$441.00
=====			
Accu-Flo Meter Service Ltd.	EFT0007934	2024-09-17	\$24,763.20
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Water - Water Meters		115339	\$201.60
Water - Water Meters		115338	\$15,649.20
Water - Meter Readers		115212	\$8,912.40
=====			
Admiral Welding Ltd.	EFT0007935	2024-09-17	\$2,835.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Cemetery - Stairs		1194	\$2,835.00
=====			
Alberta Animal Services	EFT0007936	2024-09-17	\$15,031.04
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
August Bylaw Enforcment		11301	\$15,031.04
=====			
Benoit, Curtis	EFT0007937	2024-09-17	\$18.76
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Sidealks - Meal during work		2024.09.05	\$18.76
=====			
Black Press Group Ltd.	EFT0007938	2024-09-17	\$1,831.85
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
P&D - Advertising		BPI192229	\$1,831.85
=====			
Bond-O Security	EFT0007939	2024-09-17	\$115.50
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Park - Wifi Repair		BONDOIN129062	\$115.50
=====			
Burmac Mechanical 2000	EFT0007940	2024-09-17	\$394.36
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Shop - Filters		107911	\$102.00
WTP - PVC Nipples		107951	\$6.91
WTP - Supplies		108252	\$19.26
P&L - Equipment Repair		108011	\$261.99
Shop - FINS Charge		12008	\$4.20
=====			
Canadian Red Cross	EFT0007941	2024-09-17	\$402.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SRC, Pool, Trans - First Aid	CRC-758784		\$143.50
SRC, Office - First Aid	CRC-758617		\$41.00
Pool - Aquatics & Freight	CRC-776487		\$94.50
Parks, Shop, WTP - First Aid	CRC-780682		\$123.00
=====			
Caro Analytical Services	EFT0007942	2024-09-17	\$187.43
Invoice Description	Invoice Number	Invoice Amount	
WTP - Water Analysis	IC419795	\$187.43	
=====			
Central Sharpening	EFT0007943	2024-09-17	\$283.50
Invoice Description	Invoice Number	Invoice Amount	
SRC - Zamboni Blade Sharpen	30915	\$283.50	
=====			
Chapman Riebeek	EFT0007944	2024-09-17	\$338.37
Invoice Description	Invoice Number	Invoice Amount	
Bylaw - Legal Services	2409013	\$338.37	
=====			
Clearview Public Schools	EFT0007945	2024-09-17	\$176.61
Invoice Description	Invoice Number	Invoice Amount	
Office - Phone & Mats	7257	\$176.61	
=====			
Combat Spraying Ltd.	EFT0007946	2024-09-17	\$2,100.00
Invoice Description	Invoice Number	Invoice Amount	
Park - Portable Toilet Rentals	7463	\$2,100.00	
=====			
Corrosion Technologies	EFT0007947	2024-09-17	\$1,764.00
Invoice Description	Invoice Number	Invoice Amount	
WTP - Cathodic Protection	3106	\$1,764.00	
=====			
County of Stettler	EFT0007948	2024-09-17	\$211.65
Invoice Description	Invoice Number	Invoice Amount	
Fire - Joint - Fire Calls	COS10812	\$211.65	
=====			
Diverse Signs	EFT0007949	2024-09-17	\$2,180.01
Invoice Description	Invoice Number	Invoice Amount	
P&L - Banner	11724	\$309.76	
Airport - Construction Sign	11736	\$69.86	
P&L - No Dogs Signs	11730	\$1,800.39	
=====			
E360S Environmental 360 Soluti	EFT0007950	2024-09-17	\$28,264.64
Invoice Description	Invoice Number	Invoice Amount	
Waste & Recycle Collection	RD0000329869	\$28,264.64	
=====			
East Central Alberta Catholic	EFT0007951	2024-09-17	\$45,949.45
Invoice Description	Invoice Number	Invoice Amount	
3rd QTR School Payment	16007	\$45,949.45	



Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Heartland Glass Ltd.	EFT0007952	2024-09-17	\$20.48
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
SRC - Arena Keys	107473	\$20.48	
=====			
Hi Way 9 Express Ltd.	EFT0007953	2024-09-17	\$2,075.50
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Shop - Freighr	12855601	\$44.77	
Shop - Freight	32616562	\$35.48	
Fire - Freight	12847004	\$63.67	
Trans - Freight	66113665	\$168.46	
Trans - Freight	20245388	\$660.89	
Shop - Freight	32631357	\$35.48	
Trans - freight	66119075	\$1,017.07	
Trans - Freight	32616547	\$49.68	
=====			
Hitch to Headlights	EFT0007954	2024-09-17	\$437.59
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Trans - Repair AC Leak	6798	\$267.99	
Trans - Recharge AC	6802	\$169.60	
=====			
Stettler Home Hardware	EFT0007955	2024-09-17	\$1,164.49
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Office - Water	138268	\$10.50	
P&L - Flood Hose	138239	\$94.49	
Shop - Water	138183	\$7.50	
Parks - Playground Swings	138177	\$138.38	
Parks - Playground Swings	138182	\$292.32	
Parks - Playground Swings	138171	\$46.44	
Office - Water	138193	\$10.50	
SRC - Screws	138162	\$29.33	
Parks - Weed Eater Fuel	138140	\$94.48	
Parks - Soccer Net Painting	138336	\$19.93	
Parks - Brushes for Nets	138343	\$32.53	
Office - Water	138371	\$10.50	
Parks - Paint Supplies	138367	\$154.34	
Campground - Tap Repair	138401	\$19.93	
Pool - Shutdown Supplies	138465	\$62.97	
Parks - Soccer Net Paint	138437	\$76.62	
Parks - Tree Ceanup Tools	138433	\$52.48	
Water - Water for Shop	138426	\$11.25	
=====			
IJD Inspections Ltd.	EFT0007956	2024-09-17	\$5,232.55
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
P&D - Inspections	008-2024	\$5,232.55	
=====			
Keiths Refrigeration	EFT0007957	2024-09-17	\$813.74
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
WTP - Filters & Repairs	24514	\$813.74	
=====			
Klearwater Equipment & Technol	EFT0007958	2024-09-17	\$20,049.24
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
WTP - Lab Supplies	250167	\$6,712.03	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WTP - Reagents	2605		\$3,523.91
WTP - Lab Spectrophotometer	241131		\$9,813.30
=====			
Lifesaving Society	EFT0007959	2024-09-17	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
Pool - Supplies	31266	\$200.00	
=====			
Loomis Express	EFT0007960	2024-09-17	\$85.76
Invoice Description	Invoice Number	Invoice Amount	
Shop - Freight	1104075	\$85.76	
=====			
NextGen Automation	EFT0007961	2024-09-17	\$760.45
Invoice Description	Invoice Number	Invoice Amount	
Office & Water Billing	606407	\$760.45	
=====			
Oakcreek Golf & Turf Inc.	EFT0007962	2024-09-17	\$5,066.40
Invoice Description	Invoice Number	Invoice Amount	
Park - Planetary Hub	1052917-00	\$5,066.40	
=====			
Peavey Mart	EFT0007963	2024-09-17	\$572.19
Invoice Description	Invoice Number	Invoice Amount	
Arena - screws	3008403003	\$8.70	
Parks - Misc Tools	3007361006	\$40.59	
Parks - Playground Swings	2003517003	\$10.49	
Parks - Playground Swings	3007448003	\$178.29	
Parks - Playground swings	2003432004	\$40.90	
SRC - String for Lines	2001807003	\$30.22	
Trans - Markers for Breakaways	3008246003	\$18.87	
Water - Sledge Hammer	2007731003	\$83.98	
P&L - Wire Grinding Wheel	2006165003	\$31.49	
Parks - Zip Ties	2003320005	\$19.51	
Parks - Grass Seed	2007358003	\$75.59	
Water - Connectors	2008176004	\$33.56	
=====			
R & E Elevator Ltd.	EFT0007964	2024-09-17	\$800.90
Invoice Description	Invoice Number	Invoice Amount	
Office - Elevator	31786	\$364.52	
P&L - Elevator Inspection	31820	\$436.38	
=====			
Shanes Instrument Services Ltd	EFT0007965	2024-09-17	\$7,780.16
Invoice Description	Invoice Number	Invoice Amount	
WTP -Calibrate Ammonia Monitor	20805	\$3,200.19	
Water - Maintenece	20806	\$4,138.97	
Water - Fuses + Diagnoses	20807	\$441.00	
=====			
Stettler Building Supplies Ltd	EFT0007966	2024-09-17	\$6,431.37
Invoice Description	Invoice Number	Invoice Amount	
Pool - Roof Repair	AM6054	\$16.76	
Okoppe Parking Lot	AM6168	\$3,347.89	
Okoppe Fence	AM6169	\$1,232.28	
Okoppe Fence	AM6088	\$48.17	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Okoppe Parking Lot	AM6068		\$877.20
Trans - Sand Shed Door	AM5403		\$1,249.17
Trans - Sand Shed Door	AM5420		\$39.27
P&L - Wood for Logo Jig	AM5530		\$35.20
Okoppe Parking Lot	AM6134		\$499.21
=====			
Stettler Telephone Answering S	EFT0007967	2024-09-17	\$157.50
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----			
WTP - Working Alone Monitoring	178	\$157.50	
=====			
Trinus Technologies Inc	EFT0007968	2024-09-17	\$1,193.36
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Computer - Anti Virus	8307	\$1,193.36	
=====			
Uptown Office Supply Ltd.	EFT0007969	2024-09-17	\$909.97
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Fire - Office Supplies	09387	\$40.91	
Office - Supplies	09558	\$589.61	
P&L - Office Supplies	19470	\$80.68	
Trans - Office Supplies	09577	\$198.77	
=====			
Wet Water Industries Ltd.	EFT0007970	2024-09-17	\$76.89
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Fire - Joint - Wtr Treat Month	AR60381	\$76.89	
=====			
WTS Manufacturing & Sales Inc.	EFT0007971	2024-09-17	\$23,957.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----			
HBC - Covered Tables	4663	\$14,962.50	
P&L - Wildlife Posts	4695	\$7,980.00	
Tans - Steel for Side Broom	4702	\$34.65	
Trans - Solar Pump Covers	4736	\$565.10	
Trans - Repairs on Snowblower	4700	\$414.75	

Total Cheques ~~\$205,987.69~~

**\$205,073.91**

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	CU GENERAL
Vendor Name	First	Last	Cheque Number	ONL000818
Cheque Date	First	Last		ONL000818

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Telus Mobility Inc.	ONL000818	2024-09-06	\$2,089.23
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Telus Mobility - August	2024.08.21	\$2,089.23	
			-----
Total Cheques			\$2,089.23
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000819	ONL000819
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Workers' Compensation Board -	ONL000819	2024-09-13	\$13,460.31
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
WCB - 4th Installment	27475490	\$13,460.31	
		-----	
	Total Cheques		\$13,460.31
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 002541	002541
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Hub Squatic Solutions Inc.	002541	2024-09-05	\$37,801.97
-----			
Invoice Description	Invoice Number	Invoice Amount	
Pool - New Water Conons	1056-USD	\$37,801.97	
			-----
	Total Cheques		\$37,801.97
			=====

August 29, 2024

Town of Stettler  
PO Box 280  
Stettler, AB T0C 2L0

Dear Mayor Nolls and Council,

**Re: TOTAL REVENUES DERIVED FROM DELIVERY TARIFF**

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As per Section 4 (a) of the Natural Gas Distribution Franchise Agreement currently in effect between the Town of Stettler and Apex Utilities Inc., this correspondence serves to fulfill the Company’s obligation to provide the Municipality with the following information:

1. The total revenues that were derived from the Delivery Tariff within the Municipal Area for the prior calendar year; and
2. An estimate of total revenues to be derived from the Delivery Tariff with the Municipal Area for the next calendar year.

This is provided to assist the Town with its budgeting process and to determine whether a percentage change to the current franchise fee is necessary for the next calendar year. If a fee percentage change is necessary, the Municipality should advise the Company in writing of the franchise fee to be charged by November 15, 2024. Failing notification, the current franchise fee percentage of 30.00% will remain unchanged.

	<b>2023 Actuals</b>	<b>2025 Estimates</b>
Delivery Revenues (Rate 1, 11, 2 & 12)	\$3,421,017.80	\$3,660,489.05
Delivery Revenues (Rate 3 & 13)	\$58,778.35	\$62,892.83
<b>Total Delivery Revenues</b>	<b><u>\$3,479,796.15</u></b>	<b><u>\$3,723,381.88</u></b>
<b>2023 Actual Franchise</b>	<b>\$1,043,734.60</b>	
<b>2025 Estimated Franchise Fee</b>		<b>\$1,116,796.02</b>

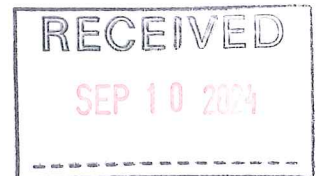
If you have any questions regarding this process or about the information provided, please contact me directly at (780) 980-7305 or via email at irichelh@apexutilities.ca. I look forward to hearing from you.

Sincerely,

**Apex Utilities Inc.**



Irv Richelhoff  
Supervisor Business Development



September 11, 2024



Town of Stettler  
Town Council  
5031 50 Street  
Stettler, Alberta

Dear Council Members,

The Friendship Circle of Stettler and Area would like to offer appreciation for the continued support and recognition provided by the Town of Stettler, Council members and Staff.

We are writing today, to invite you to join us on National Day for Truth and Reconciliation, September 30th, 2024. We are planning to host a full day of activities that will offer community members the opportunity to learn, reflect, celebrate and participate in recognition of this important day. Our day will commence with a Walk of Remembrance at 10:00am, we will meet and begin the walk at the north end of Main Street just outside of the Town Office. The remainder of activities will take place at the Stettler Recreation Centre, on the second floor in the HUB. We are offering cultural craft classes, children's activities, presentations and will host Lee Hamelin-Author to speak and sign his recently published book.

We welcome you to join us for any of these events. If a Council member would like to join us at the Walk, we will provide an opportunity for them to say a few words. If you are able to support these events in any way, through promotion, gift-in-kind, financial support, attendance or otherwise we would very much appreciate your involvement.

If you have any questions, or would like to coordinate a time to discuss these events please contact us.

Sincerely,

Friendship Circle Members  
[stettlerfriendship@gmail.com](mailto:stettlerfriendship@gmail.com)



# JOIN US

SEPT.  
30TH

2024 Day of Truth and  
Reconciliation  
Stettler & Area

**Walk of Rememberance**  
meet at north end of Main Street,  
walk begins at 10:00am

## Events at the HUB/Rec Centre

**Drum Circle: 2pm**

**Children's Activities: 1 - 4pm**

**Author & Speaker Lee Hamelin: 4pm**

**Beading Class: 5pm or 7pm, \$25**

(pre-register by Sept. 13: [info@remedyartstudio.com](mailto:info@remedyartstudio.com))

**Drum Making Class: 5pm, \$100**

(pre-register by Sept. 13: [brokendrumcreative@gmail.com](mailto:brokendrumcreative@gmail.com))

**Cultural Presentations: 1 - 4pm**

**Artisan Market & More**



## Convention & Trade Show Agenda\*

WEDNESDAY, SEPTEMBER 25		
7:30 a.m. – 4:30 p.m.	Registration	📍 EXHIBITION HALL FOYER
7:30 a.m. – 8:30 a.m.	Hot Buffet Breakfast	📍 NEERALTA PAVILION
8:30 a.m.	Morning Announcements	📍 EXHIBITION HALL
9:15 a.m. – 10:30 a.m.	Breakout Sessions [5 concurrent]	
	<i>Building Housing to Support Communities and Improve Affordability</i>	📍 SALON A
	<i>Yes, and? Improv-ing Your Way to Municipal Success</i>	📍 SALON B
	<i>Water Wisdom: Local Contexts and Conservation Strategies</i>	📍 FRONTIER
	<i>CAO/CFO Session: Steering the Governance Ship Through Election Waters</i>	📍 HEARTLAND (HARVEST CENTRE)
	<i>Fostering a Culture of Respect in Council Chambers, Social Media, and Beyond</i>	📍 MARQUIS (HARVEST CENTRE)
11:00 a.m. – 12:15 p.m.	Breakout Sessions [5 concurrent]	
	<i>The Council-CAO Relationship: Ensuring Effective Governance Through Respect and Collaboration</i>	📍 SALON A
	<i>Electricity Market Update</i>	📍 SALON B
	<i>Enabling Housing Choice</i>	📍 FRONTIER
	<i>A Collaboration Carol: The Red Deer Story</i>	📍 HEARTLAND (HARVEST CENTRE)
	<i>Dusting Off the Ballot Box: Preparing a Successful and Positive Election in a Smaller Community</i>	📍 MARQUIS (HARVEST CENTRE)
12:15 p.m. – 1:30 p.m.	Buffet Lunch	📍 NEERALTA PAVILION
1:30 p.m. – 3:00 p.m.	Opening Ceremonies	📍 EXHIBITION HALL
3:00 p.m. – 5:30 p.m.	Trade Show Opens - Trade Show Dessert Reception	📍 PARKLAND PAVILION
4:00 p.m. – 5:30 p.m.	ABmunis Women in Government Networking Event (Women only)	📍 SALON A
After 6:00 p.m.	Sponsors' Networking Events	📍 RED DEER RESORT AND CASINO

\*Agenda subject to change, including session times and locations

## Convention & Trade Show Agenda\*

THURSDAY, SEPTEMBER 26		
7:30 a.m. – 4:30 p.m.	Registration	📍 EXHIBITION HALL FOYER
7:30 a.m. – 9:30 a.m.	Hot Buffet Breakfast	📍 PRAIRIE PAVILION
8:00 a.m. – 10:00 a.m.	Trade Show and Prize Draws	📍 PARKLAND PAVILION
10:05 a.m.	Morning Announcements	📍 EXHIBITION HALL
10:10 a.m. – 11:30 a.m.	Resolutions Part 1	📍 EXHIBITION HALL
11:30 a.m. – 12:00 p.m.	Premier's Remark and Q&A	📍 EXHIBITION HALL
12:00 p.m. – 1:00 p.m.	Buffet Lunch	📍 NEERALTA PAVILION
12:35 p.m. – 12:50 p.m.	ABmunis Award Celebration	📍 EXHIBITION HALL
1:00 p.m. – 2:15 p.m.	Breakout Sessions [5 concurrent]	
	<i>Unpacking EPR: Challenges, Progress, and Next Steps for Waste Management</i>	📍 SALON A
	<i>Villages and Summer Villages: Innovation in Conversation</i>	📍 SALON B
	<i>Making the Case: Enhancing Mental Health Supports for Municipal Officials</i>	📍 FRONTIER
	<i>Cities Gameshow: The Most Mid-Sized Show on Earth</i>	📍 HEARTLAND (HARVEST CENTRE)
	<i>Towns: Communicating in Times of Trouble</i>	📍 MARQUIS (HARVEST CENTRE)
2:30 p.m. – 2:45 p.m.	Opposition Leader Remarks	📍 EXHIBITION HALL
2:45 p.m. – 4:30 p.m.	Resolutions Part 2	📍 EXHIBITION HALL
4:30 p.m. – 4:45 p.m.	Municipal Affairs Remarks	📍 EXHIBITION HALL
4:45 p.m. – 6:15 p.m.	Municipal Affairs Reception	📍 NEERALTA PAVILION
7:00 p.m. – 11:00 p.m.	City of Red Deer Reception	📍 RED DEER RESORT AND CASINO
After 7:00 p.m.	Sponsors' Networking Events	📍 RED DEER RESORT AND CASINO

\*Agenda subject to change, including session times and locations

# Convention & Trade Show Agenda\*

## FRIDAY, SEPTEMBER 27

All programming is in EXHIBITION HALL on Friday. The program order you see below is subject to change and we will flow from one element into the next.

7:00 a.m. – 1:00 p.m.	Registration	📍 EXHIBITION HALL FOYER
7:00 a.m. – 8:30 a.m.	Hot Buffet Breakfast	📍 NEERALTA PAVILION
8:00 a.m. – 8:15 a.m.	Morning Announcements	📍 EXHIBITION HALL
8:15 a.m. – 9:30 a.m.	ABmunis AGM Audit and Finance Report Election of Directors CEO Report Election of Vice-Presidents New Business Introduction of 2024-2025 Board of Directors Close AGM	
10:00 a.m. – 11:00 a.m.	Minister Dialogue Session #1	
11:15 a.m. – 12:15 p.m.	Minister Dialogue Session #2	
12:20 p.m. – 1:00 p.m.	Closing Entertainment – Colin Mochrie	
1:00 p.m.	Close Convention Thank You Early-bird Prize Grand Prize Bag Lunch To Go	📍 NEERALTA PAVILION/ EXHIBITION HALL FOYER

**MARK YOUR CALENDARS FOR NEXT YEAR!**

**CALGARY, AB • NOVEMBER 12 – 14, 2025**

*\*Agenda subject to change,  
including session times and locations*

## Session Information

**WEDNESDAY, SEPTEMBER 25 9:15 A.M. – 10:30 A.M.**

### **FOSTERING A CULTURE OF RESPECT IN COUNCIL CHAMBERS, SOCIAL MEDIA, AND BEYOND**

**Wednesday, September 25**  
9:15 a.m. – 10:30 a.m.  
MARQUIS (HARVEST CENTRE)

Municipal leaders, it's time to turn the tide on disrespectful behaviour! Join us for a session hosted by ABmunis' Municipal Governance Committee where you'll get practical tips from elected officials who actively use social media to discuss issues with residents. The session will also feature tips from the Alberta Ombudsman on procedural fairness and how to respond to residents who make a habit of questioning your municipality's decisions. Elevate your game to inform residents and foster more positive and respectful conversations in your community. Also, hear what ABmunis has planned to encourage civic participation in the lead-up to the 2025 municipal election.

### **WATER WISDOM: LOCAL CONTEXTS AND CONSERVATION STRATEGIES**

**Wednesday, September 25**  
9:15 a.m. – 10:30 a.m.  
FRONTIER

Ready to dive into water conservation? This session kicks off with a splash — an overview of ABmunis' refreshed water conservation policy! We will then wade into the diverse strategies that various communities, including First Nations and municipalities, have adopted to conserve water in light of different climates and aging infrastructure. Leave this session with a bucketful of practical ideas that you can pour right into your community's water management efforts.

### **BUILDING HOUSING TO SUPPORT COMMUNITIES & IMPROVE AFFORDABILITY**

**Wednesday, September 25**  
9:15 a.m. – 10:30 a.m.  
SALON A

Despite record-setting housing starts, housing supply in Alberta is failing to keep up with rapid population growth and housing affordability is at risk of slipping away for many Albertans. This panel will discuss what is being or can be done in communities across the province to address the challenge and ensure Alberta municipalities remain affordable places for people to live.

### **YES, AND? IMPROV-ING YOUR WAY TO MUNICIPAL SUCCESS**

**Wednesday, September 25**  
9:15 a.m. – 10:30 a.m.  
SALON B

Join Atomic Improv for this lively, interactive workshop focused on embracing the art of improv comedy and how it can help your leadership. Attendees will explore the core principle of "Yes, And" which encourages acceptance and building upon others' ideas. This session is ideal for those leaders looking to boost their confidence, creativity, and ability to think on their feet, all while having a great time. Learn how you can take "Yes, And" back to your community and help with your administration and council dynamics.

## Session Information

**WEDNESDAY, SEPTEMBER 25 11:00 A.M. – 12:15 P.M.**

### CAO/CFO SESSION

#### **STEERING THE GOVERNANCE SHIP THROUGH ELECTION WATERS**

**Wednesday, September 25**  
9:15 a.m. – 10:30 a.m.  
HEARTLAND (HARVEST CENTRE)

As election season approaches, maintaining strong governance can be challenging, with the natural pressures of political campaigns and increased public attention. This session is designed to explore practical strategies for preserving the integrity, stability, and operational efficiency of local governments during this critical period to make sure the final year of the term is highly productive.

We will discuss:

- The importance of maintaining non-partisan operations during campaigns, and processes to support this.
- Strategies for upholding transparency, accountability, and trust with the public and stakeholders.
- Managing council dynamics when political agendas intensify.
- Best practices for transitioning governance structures to prepare candidates and to onboard.

This session will offer practical advice, real-world examples, and opportunities for discussion to help ensure that governance continues to function effectively, regardless of election outcomes, ensuring the long-term sustainability and credibility of local government operations.

#### **ENABLING HOUSING CHOICE**

**Wednesday, September 25**  
11:00 a.m. – 12:15 p.m.  
FRONTIER

Rural housing is a whole different ballgame! Attend this informative session by the Rural Development Network (RDN) to learn how RDN is redefining perceptions of housing choice and diversity in rural communities. RDN will describe the community engagement practices that were used to better understand the local housing situation and its unique barriers, challenges, and opportunities. They will also talk about how they worked with administration to review and update local policy, bylaws, and processes to facilitate diverse housing developments. Lastly, the RDN will share its Guidebook for Enabling Housing Choice in Rural Alberta to help other communities across rural Canada kickstart their own housing developments.

## Session Information

**WEDNESDAY, SEPTEMBER 25 11:00 A.M. – 12:15 P.M.**

### **DUSTING OFF THE BALLOT BOX: PREPARING A SUCCESSFUL AND POSITIVE ELECTION IN A SMALLER COMMUNITY**

**Wednesday, September 25**  
11:00 a.m. – 12:15 p.m.  
MARQUIS (HARVEST CENTRE)

Small community, big election? No problem! This session is your roadmap to navigating the unique challenges of municipal elections in smaller communities—from attracting candidates to addressing misconceptions and safeguarding your community’s reputation. We’ll shine a light on practical solutions that will help you deliver a smooth, positive election experience that everyone can be proud of.

### **ELECTRICITY MARKET UPDATE**

**Wednesday, September 25**  
11:00 a.m. – 12:15 p.m.  
SALON B

Feeling in the dark about electricity costs? Flip the switch on your understanding of costs, and what drives the regulated portion of utility bills. Hear from electricity experts explaining their role in the electricity system, sharing new developments that impact costs, and answering your questions on the electricity market. We will also share work that ABmunis has been doing to advocate for more affordable power bills. Plug into this session to energize your knowledge and empower your community!

### **A COLLABORATION CAROL: THE RED DEER STORY**

**Wednesday, September 25**  
11:00 a.m. – 12:15 p.m.  
HEARTLAND (HARVEST CENTRE)

Gather Ye Round! Elected officials and administrators from the City and County of Red Deer will recount how they broke the chains to ghosts of relationships past to summon a collaborative intermunicipal relationship. Panelists will share successes and lessons learned from present initiatives and how they are setting the table for collaboration yet to come. From recreation to reconciliation, hear practical examples of how municipalities can think beyond boundaries to benefit residents one and all!

### **THE COUNCIL-CAO RELATIONSHIP: ENSURING EFFECTIVE GOVERNANCE THROUGH RESPECT AND COLLABORATION**

**Wednesday, September 25**  
11:00 a.m. – 12:15 p.m.  
SALON A

The success of a municipality depends heavily on the relationship between council and its only employee, the Chief Administrative Officer (CAO). This session will feature a panel of seasoned municipal leaders who will discuss the nuances of this critical relationship. Attendees will gain a deeper understanding of the pressures faced by the CAO, and how council can best support their CAO to achieve the community’s strategic objectives. Through real-world examples, this session will highlight best practices for fostering a healthy working relationship between council and the CAO characterized by clear communication, trust, mutual respect, and strategies. Participants will also leave with strategies on how to avoid common pitfalls that can undermine the CAO’s effectiveness and the council’s ability to govern effectively.

Hosted by LGAA

## Session Information

**THURSDAY, SEPTEMBER 26 1:00 P.M. – 2:15 P.M.**

### **UNPACKING EPR: CHALLENGES, PROGRESS, AND NEXT STEPS FOR WASTE MANAGEMENT**

**Thursday, September 26**  
1:00 p.m. – 2:15 p.m.  
SALON A

Join us for an insightful discussion on Extended Producer Responsibility (EPR) as the transition to producers taking more responsibility for waste continues. Industry leaders will share their unique perspectives on EPR, detailing their specific roles in shaping and implementing this initiative. This session provides a valuable opportunity to ask questions and gain a deeper understanding of the future of waste management in Alberta and what it means for your municipality.

### **MAKING THE CASE: ENHANCING MENTAL HEALTH SUPPORTS FOR MUNICIPAL OFFICIALS**

**Thursday, September 26**  
1:00 p.m. – 2:15 p.m.  
FRONTIER

In an increasingly polarized world, municipal officials of every stripe are having a rough ride. This session will ask participants to talk about current challenges, as well as identify solutions and needs. We will also give a high-level overview of Alberta Municipal Health and Safety Association (AMHSA) resources designed to promote both physical and psychological safety in the workplace, so you can stay happy and healthy for your next rodeo. Please bring a smart (but silent!) device to participate in an interactive poll.

### **VILLAGES AND SUMMER VILLAGES: INNOVATION IN CONVERSATION**

SALON B

**Thursday, September 26**  
1:00 p.m. – 2:15 p.m.

Hear from fellow villages and summer villages on the practical ways they are approaching:

- Public engagement
- Housing
- Building networks of listeners and supporters
- Driving the ABmunis bus

This is your chance to swap stories, share ideas, and give feedback on how ABmunis is working on your behalf. Not everyone needs to actively participate, but participation will be rewarded...



## Session Information

**THURSDAY, SEPTEMBER 26 1:00 P.M. – 2:15 P.M.**

### **TOWNS: COMMUNICATING IN TIMES OF TROUBLE**

**Thursday, September 26**  
1:00 p.m. – 2:15 p.m.  
MARQUIS (HARVEST CENTRE)

Your towns' representatives on ABmunis Board will lead an interactive session featuring stories from your peers about how they are effectively engaging with citizens on challenging topics including:

- Infrastructure failures
- Natural disasters
- Polarized communities and misinformation

The session will provide real life examples of how factual dialogue during tense times can support a safe and reliable environment for residents. Come prepared to test your knowledge of your fellow towns for a chance to win prizes.

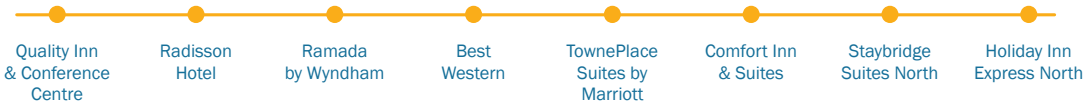
### **CITIES GAMESHOW: THE MOST MID-SIZED SHOW ON EARTH**

**Thursday, September 26**  
1:00 p.m. – 2:15 p.m.  
HEARTLAND (HARVEST CENTRE)

Attention all cities and large specialized municipalities: join us for the first-ever Cities Game Show - and if V.P. Bresseley has his way, it won't be the last. Be a contestant, or heckle (respectfully) from the crowd, in several mini game shows designed to build and test your knowledge of Alberta's cities, your priorities, and how ABmunis serves you. There's a chance you will come away with a prize and a guarantee you will come away with facts (you didn't know you wanted to know).

# Shuttle Information

## THIS SHUTTLE WILL SERVICE HOTEL ROUTE #1



### WEDNESDAY SEPTEMBER 25

### THURSDAY SEPTEMBER 26

### FRIDAY SEPTEMBER 27



Daytime Shuttle Service

**PICK UP AT THE HOTEL**

**6:45 AM**

(arrive at Westerner Park at 7:30 am)

**7:45 AM**

(arrive at Westerner Park at 8:30 am)

**DEPART WESTERNER PARK**

**4:30 PM, 5:30 PM**

**PICK UP TIMES FROM HOTEL**

**7:15 AM**

(arrive at Westerner Park at 8:00 am)

**8:15 AM**

(arrive at Westerner Park at 9:00 am)

**9:15 AM**

(arrive at Westerner Park at 10:00 am)

**DEPART WESTERNER PARK**

**4:45 PM, 5:45 PM, 6:30 PM**

**PICK UP TIMES FROM HOTEL:**

**6:45 AM**

(arrive at Westerner Park at 7:30 am)

**7:45 AM**

(arrive at Westerner Park at 8:30 am)

**DEPART WESTERNER PARK**

**12:15 PM, 1:15 PM**

**PICK UP FIRST HOTEL ROUTE**

**6:15 PM**

Hotel pick-ups will continue on the :30

**PICK UP FIRST HOTEL ROUTE**

**6:45 PM**

Hotel pick-ups will continue on the :30

**DEPART RED DEER RESORT AND CASINO**

**Will depart every hour, on the hour**

Please note, the **LAST DEPARTURE** is **12:00 AM**



Evening Shuttle Service



Shuttle service is being provided by Alberta Municipalities to and from all venues throughout the event. Pick-up locations are denoted by the Alberta Municipalities signage outside.

# Shuttle Information

## THIS SHUTTLE WILL SERVICE HOTEL ROUTE #2

Baymont  
by Wyndham

Red Deer Resort  
& Casino

Holiday Inn  
Express

Sandman Hotel

### WEDNESDAY SEPTEMBER 25

### THURSDAY SEPTEMBER 26

### FRIDAY SEPTEMBER 27

**PICK UP AT THE HOTEL**

**7:00 AM**

(arrive at Westerner Park at 7:30 am)

**7:45 AM**

(arrive at Westerner Park at 8:15 am)

**DEPART WESTERNER PARK**

**4:30 PM, 5:30 PM**

**PICK UP TIMES FROM HOTEL**

**7:30 AM**

(arrive at Westerner Park at 8:00 am)

**8:15 AM**

(arrive at Westerner Park at 8:45 am)

**9:15 AM**

(arrive at Westerner Park at 10:00 am)

**DEPART WESTERNER PARK**

**4:45 PM, 5:45 PM, 6:30 PM**

**PICK UP TIMES FROM HOTEL:**

**6:30 AM**

(arrive at Westerner Park at 7:00 am)

**7:45 AM**

(arrive at Westerner Park at 8:15 am)

**DEPART WESTERNER PARK**

**12:15 PM, 1:15 PM**



Daytime  
Shuttle  
Service



Evening  
Shuttle  
Service

**PICK UP FIRST HOTEL ROUTE**

**6:15 PM**

Hotel pick-ups will  
continue on the :30

**PICK UP FIRST HOTEL ROUTE**

**6:45 PM**

Hotel pick-ups will  
continue on the :30

**DEPART RED DEER RESORT AND CASINO**

**Will depart every hour, on the hour**

Please note, the **LAST DEPARTURE** is **12:00 AM**



**Shuttle service is being provided by Alberta Municipalities to and from all venues throughout the event.**  
Pick-up locations are denoted by the Alberta Municipalities signage outside.

# Shuttle Information

## THIS SHUTTLE WILL SERVICE HOTEL ROUTE #3

Holiday Inn  
& Suites South

Hampton Inn  
& Suites

Microtel Inn  
& Suites

The Suites

Days Inn  
by Wyndham

### WEDNESDAY SEPTEMBER 25

### THURSDAY SEPTEMBER 26

### FRIDAY SEPTEMBER 27

**PICK UP AT THE HOTEL**

**7:00 AM**

(arrive at Westerner Park at 7:30 am)

**7:45 AM**

(arrive at Westerner Park at 8:15 am)

**DEPART WESTERNER PARK**

**4:30 PM, 5:30 PM**

**PICK UP TIMES FROM HOTEL**

**7:30 AM**

(arrive at Westerner Park at 8:00 am)

**8:15 AM**

(arrive at Westerner Park at 8:45 am)

**9:15 AM**

(arrive at Westerner Park at 10:00 am)

**DEPART WESTERNER PARK**

**4:45 PM, 5:45 PM, 6:30 PM**

**PICK UP TIMES FROM HOTEL:**

**6:30 AM**

(arrive at Westerner Park at 7:00 am)

**7:45 AM**

(arrive at Westerner Park at 8:15 am)

**DEPART WESTERNER PARK**

**12:15 PM, 1:15 PM**



Daytime  
Shuttle  
Service



Evening  
Shuttle  
Service

**PICK UP FIRST HOTEL ROUTE**

**6:15 PM**

Hotel pick-ups will  
continue on the :30

**PICK UP FIRST HOTEL ROUTE**

**6:45 PM**

Hotel pick-ups will  
continue on the :30

**DEPART RED DEER RESORT AND CASINO**

**Will depart every hour, on the hour**

Please note, the **LAST DEPARTURE** is **12:00 AM**



**Shuttle service is being provided by Alberta Municipalities to and from all venues throughout the event.**  
Pick-up locations are denoted by the Alberta Municipalities signage outside.

# Tips for Resolutions & Changes for 2024

January 2024



# About Resolutions

ABmunis uses a resolutions process that enables member municipalities to identify common issues and empower ABmunis' Board of Directors to advocate to the federal and provincial governments, or other organizations, to implement solutions on behalf of our members.

Resolutions are an effective method for members to elevate awareness of a regional or provincial issue and encourage government action that will benefit most or all municipalities.

# Timeline for Resolutions

January	ABmunis begins accepting resolutions for the year.
May 31	Deadline to submit a resolution. Must provide confirmation of endorsement by the moving and seconding councils.
June - July	ABmunis administration works with sponsoring municipalities to resolve any noted deficiencies to meet the requirements of ABmunis' Resolutions Policy.
July	ABmunis' Municipal Governance Committee reviews, categorizes, and notes any further issues with submitted resolutions.
July	ABmunis' Board of Directors approves each resolution to be considered for debate at Convention.
August 1	ABmunis publishes the 2024 Resolutions Book.
September 25-27 Convention in Red Deer	Members debate and vote on the 2024 resolutions.
October	ABmunis begins advocacy efforts on all resolutions that were approved by members at Convention.
Ongoing (for 3 years)	ABmunis' publishes a quarterly report card on the outcomes of ABmunis' advocacy efforts until the 3-year active period ends.

# Tips When Considering a Resolution

1. Search ABmunis' [Resolution Library](#) to make sure your issue is not already addressed in an active resolution (within the last 3 years).
2. Review ABmunis' [Resolution Policy](#) to ensure the topic meets the required criteria – in particular, see section 33.
3. Contact ABmunis' advocacy staff as early as possible to inform us of your potential interest in submitting a resolution. We can help:
  - Inform you if another municipality is planning a similar resolution.
  - Identify municipalities that may be willing to second your resolution.
  - Provide input on the draft wording of a resolution before it is approved by your council.

Email our Advocacy team at [resolutions@abmunis.ca](mailto:resolutions@abmunis.ca)



# Tips When Considering a Resolution

4. Start your search early to find a municipality that will second the resolution. This helps to:
  - Affirm that your issue is important to at least one other municipality.
  - Provide an opportunity for the seconder municipality to provide meaningful feedback on the wording of the resolution.
  - Provide sufficient time for both councils to endorse the resolution before the deadline.
5. The intent of a resolution is direct ABmunis to take a particular action on behalf of all members. Your resolution must not direct one or more municipalities to adopt a specific course of action or policy.

# Tips for Writing a Resolution

1. Use ABmunis' [resolution template](#).
2. If your resolution is specific to legislation:
  - Always use the proper name of the legislation.
  - Reference the specific sections of the legislation in the preamble or background sections.
3. Consider using the background to describe a local experience but also describe how the issue is relevant to other municipalities. Be careful not to localize the resolution to the extent that it is seen as a single municipality's issue.
4. Any facts or statistics must include the source of that information. The source can be presented in the background section or a footnote (do not use endnotes).
5. Check if the issue is being addressed by the Rural Municipalities of Alberta and/or the Federation of Canadian Municipalities. If so, mention this in the resolution.
6. Seek feedback from ABmunis Advocacy staff on the draft wording of the resolution before you present it to council for approval.
7. Seek feedback from the seconder municipality before your council approves the resolution.

# Deadline for Submission

- Resolutions must be submitted to ABmunis by May 31.
- A resolution submitted after May 31 will only be accepted if it is deemed to be an emergent nature per the criteria in section 19 of the Resolutions Policy and is approved by ABmunis' Board.
- Submit your resolution to [resolutions@abmunis.ca](mailto:resolutions@abmunis.ca) in:
  - Word format using ABmunis' template, and
  - Confirm that the resolution has been endorsed by the moving and seconding councils by providing:
    - A link to the meeting minutes, or
    - Date of the meeting, motion number, mover's name, and wording of the motion.



# What happens after a resolution is submitted?

- ABmunis' Municipal Governance Committee and Board of Directors reviews and prioritizes each resolution.
- If concerns are raised, ABmunis administration will contact your municipality.
- All resolutions are published in a resolutions book at least eight weeks prior to ABmunis' Convention.
- ABmunis encourages all members to review each resolution before Convention and contact the sponsoring municipality if they have questions.
- Members will debate and vote on each resolution at ABmunis' 2024 Convention on September 25-27, 2024.

# Change for 2024

## Movers and Seconders

Section 10 of ABmunis' Resolutions Policy now requires that resolution mover(s) and seconder(s) must represent at least two of the following population categories:

- Less than 2,500
- 2,501 to 10,000
- Greater than 10,000

For 2024, a municipality's population is based on [Municipal Affairs' 2019 Official Population List](#).\*

\*Section 11 of ABmunis Resolutions Policy states that the population will be based on Municipal Affairs' listing as of two years prior to the resolution year; however, as of January 1, 2024, Municipal Affairs' most recently published population listing is for the 2019 year.





# Change for 2024

## Movers and Seconders

### Examples

- If a municipality of 20,000 population sponsors a resolution, then the municipality that seconds the resolution must be of any size below 10,000 population.
- If a municipality of 7,000 population sponsors a resolution, then the municipality that seconds the resolution must be either less than 2,500 population or greater than 10,000 population.

The purpose of this policy is to increase the likelihood that each resolution is applicable to most member municipalities.



# Questions?

Email [resolutions@abmunis.ca](mailto:resolutions@abmunis.ca)

300, 8616 51 Avenue NW  
Edmonton, AB T6E 6E6

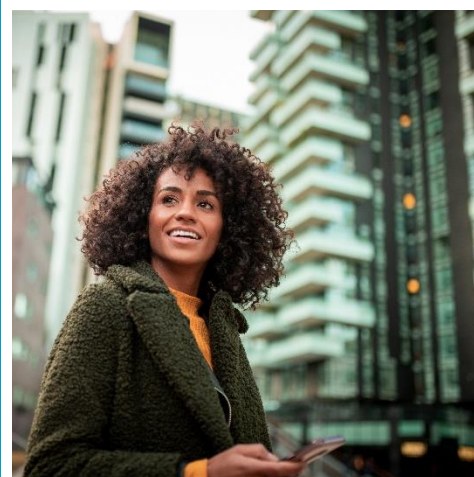
[abmunis.ca](http://abmunis.ca)

[hello@abmunis.ca](mailto:hello@abmunis.ca)

310-MUNI



# 2024 Resolutions Book



 **Alberta  
Municipalities**  
Strength  
In Members

Version 1: July 29, 2024



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# About Resolutions

Alberta Municipalities (ABmunis) conducts an annual resolutions process that enables member municipalities to bring forward common issues and solutions and seek member approval to give direction to ABmunis' Board of Directors to advocate to the federal and provincial governments on members' behalf.

This process includes a resolutions session at ABmunis' annual Convention where Regular Members vote on resolutions that have been submitted by members. When a resolution is adopted by members, ABmunis takes action to develop and implement an advocacy strategy for each resolution.

As set out in ABmunis' [Resolutions Policy](#), for a resolution to be presented at ABmunis' Convention, the resolution must:

- address a topic of concern affecting municipalities on a regional or provincial level,
- be approved by the council of the sponsoring municipality, and
- be seconded by an additional municipal council of different sized population.

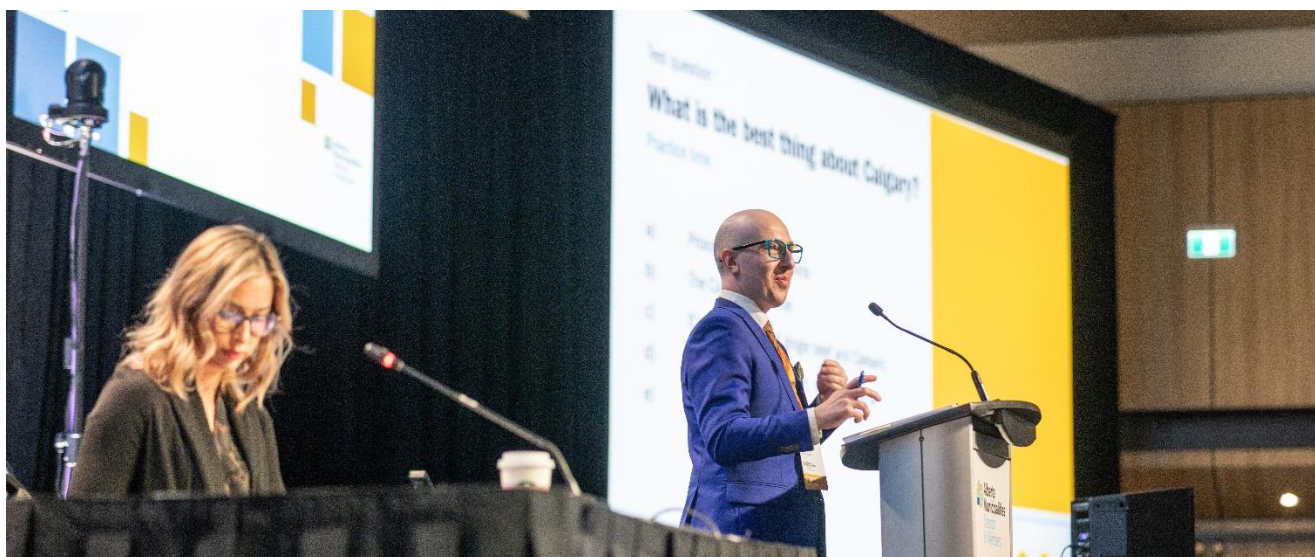
A resolution must not direct one or more municipalities to adopt a particular course of action or policy but must be worded as a request for consideration of an issue, including a call for action by ABmunis.

## *How to use this Resolutions Book?*

Each elected official of a Regular Member municipality who registers for ABmunis' Convention has the right to vote on each resolution at ABmunis' Convention. If one or more members of your council will attend this year's Convention in Red Deer on September 25-27, 2024, then we encourage you to:

1. Review this resolutions book with your council.
2. Discuss if your council supports or opposes the proposed call to action in each resolution so that your elected delegates at Convention have that context when they vote in the resolutions session.

Note: During the Convention resolutions session, each elected official votes individually using their own device. Therefore, your council member(s) can choose to vote in accordance with the majority position of your council or their own personal view, if different. This is one reason we encourage councils to discuss each resolution in advance to increase transparency and understanding of viewpoints on resolution issues.



## How can I participate in the Resolutions Session?

The 2024 Resolutions Session will take place on Thursday, September 26 as part of [ABmunis 2024 Convention and Tradeshow](#). The session will follow the process set out in sections 38 to 67 of ABmunis' [Resolutions Policy](#).

### Who can speak to a resolution?

As outlined in the Resolutions Policy, elected representatives of Regular Members can speak to resolutions. Upon a motion from the floor, or at the discretion of the Resolutions Chair, a representative of an Associate Member (e.g. municipal districts and counties) may also speak to a resolution.

### How to speak to a resolution

After each resolution is introduced, and the mover has been given the chance to speak for two minutes, the Chair will call for a speaker who wishes to speak in opposition, seek clarification, or propose an amendment.

In person attendees wishing to speak to a resolution will be invited to go to microphones clearly marked for those wishing to speak in favour or in opposition. Those participating virtually will be able use the Q&A function of Zoom to enter questions or comments, which will be read out by an ABmunis' staff member in turn with other members standing at the microphones.

Aside from the resolution sponsor, a speaker cannot speak more than once on each resolution.

### How to propose an amendment to a resolution

A proposed amendment must be presented with your name, title, municipality, and the resolution title, along with the exact wording of the proposed amendment. All amendments must be seconded unless it is deemed a 'friendly amendment.'

#### Prior to the Resolutions Session

ABmunis encourages members to provide advance notice of any intent to propose an amendment to a resolution by emailing [resolutions@abmunis.ca](mailto:resolutions@abmunis.ca). This helps ABmunis to prepare and avoid potential delays during the Resolutions Session.

#### During the Resolutions Session – In Person Attendees

Hand deliver your proposed amendment in writing to both the ABmunis staff person sitting in the audio booth at the back of the room and to the Resolutions Chair.

#### During the Resolutions Session – Virtual Attendees

Type your proposed amendment in the Zoom chat function.

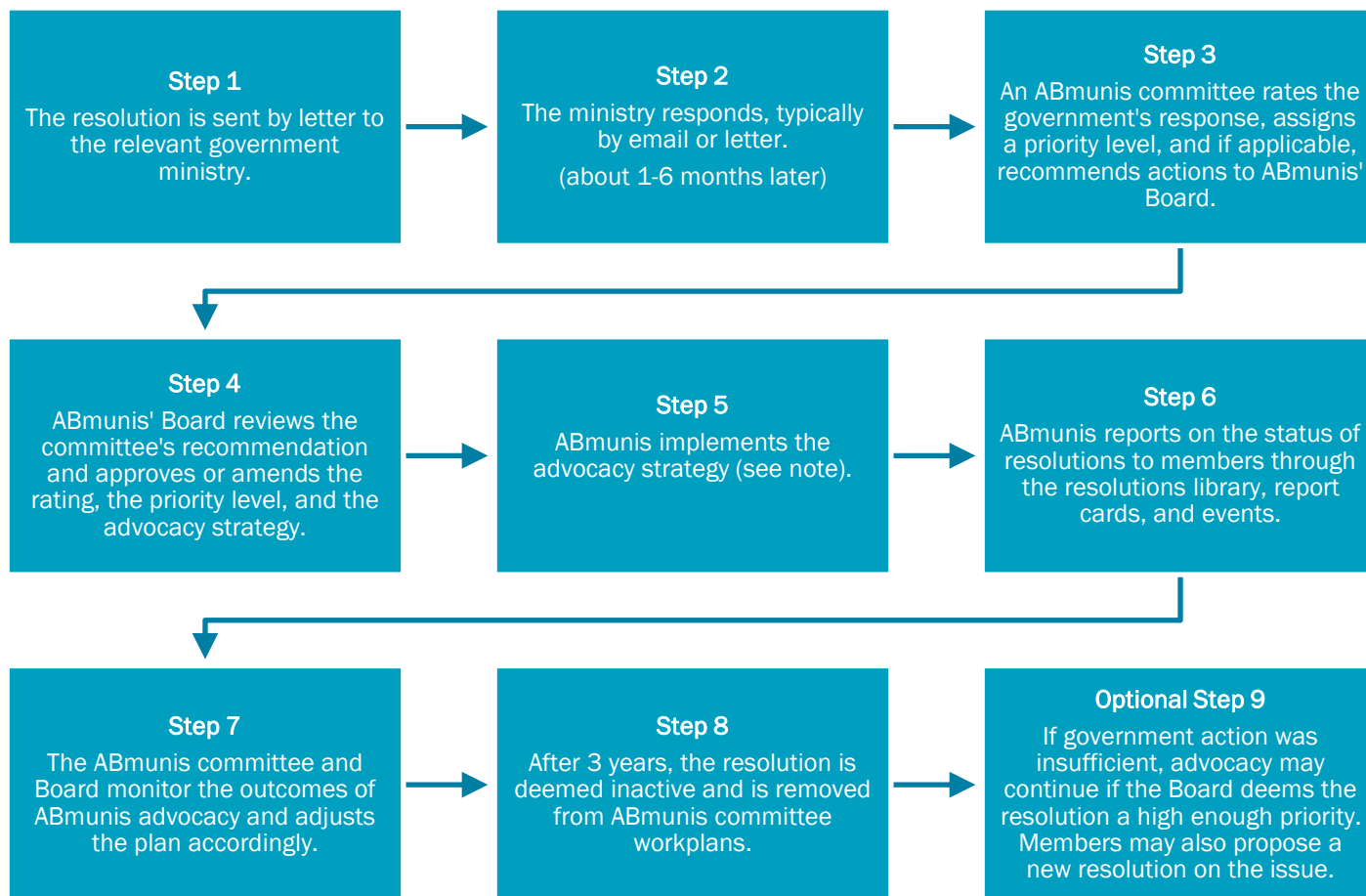
### How to vote

In September, elected officials from Regular Member municipalities who are registered for Convention will receive voting credentials from Simply Voting. Elected officials who are eligible for voting credentials can vote on all resolutions.

Bring a laptop, smartphone, or other device that is internet enabled to the Resolutions Session. You will be asked to log in to the Simply Voting website. Once a resolution is called to vote, you will hit the "next vote" button at the top of the page to see the current resolution available to vote on. After you have cast your vote, you will receive confirmation that your vote has been counted. Once the vote result is posted, we will move on to the next resolution.

If you have any questions about this process, please contact [resolutions@abmunis.ca](mailto:resolutions@abmunis.ca).

## What happens after members adopt a resolution?



Note: ABmunis' advocacy strategy will differ depending on the priority of the issue. If the Board deems a resolution to be a low priority, ABmunis will monitor the issue but may not take other action after sending the initial letter to the government. Whereas a resolution that is considered a high priority may lead to an advocacy strategy such as sending additional letters, seeking a meeting with a minister, premier, or senior staff, conduct research, strike an ad hoc working group, collaborate with other stakeholder organizations, engage media, conduct a public social media campaign, encourage members to take specific action, or other initiatives.

## Status of previous resolutions

All resolutions that have been voted on by members over the previous fifteen years are posted in the [Resolutions Library](#) on ABmunis' website. The Resolution Library summarizes:

- the resolution,
- the response and any actions by the government,
- ABmunis' rating on whether the intent of the resolution has been met,
- ABmunis' rating on the priority of the issue, and
- ABmunis' actions to advocate for the issue.

The status of resolutions can also be viewed through ABmunis' new annual [resolution report cards](#).

# 2024 RESOLUTIONS

## Category B - Issues Related to Alberta Municipalities' Strategic Initiatives

## B1: Independent Office of Integrity for Local Government

Moved by: Town of Rocky Mountain House  
 Seconded by: Town of Sylvan Lake, Town of Legal

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**WHEREAS** the Municipal Government Act requires that municipalities must establish a code of conduct bylaw which governs the conduct of councillors with the intent to build and inspire public trust and confidence in local government by upholding high standards;

**WHEREAS** there is an inherent conflict in that fellow council members have to determine and enforce the actions of their peers in a structure that needs to be cooperative and collaborative for effective governance;

**WHEREAS** responsible conduct of elected officials, both individually and collectively as a council, is essential to sound, fair and effective governance;

**WHEREAS** the current structure of code of conduct legislation places the chief administrative officer and other municipal administration in a difficult position as they are tasked with hiring an investigator and coordinating the investigation of individuals who oversee their compensation and employment;

**WHEREAS** it would be fairer and more impartial if a third party assessed and determined if a code of conduct complaint was valid and if so, conducted the investigation and recommended appropriate actions warranted by any breach; and

**WHEREAS** local governments are best served by resources and tools that reflect the legislative framework for local government in Alberta, which is based on democracy, transparency and accountability.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the provincial government to establish an Independent Office of Integrity to serve the public, elected officials and local government officials in an advisory, educational and investigative role in the application and enforcement of council code of conducts.

### **BACKGROUND:**

The sections of the Municipal Government Act (MGA) in regard to code of conducts came into force October 26, 2017, giving municipalities until July 23, 2018 to establish a code of conduct bylaw.

Under the previous MGA there was no requirements for a code of conduct and councillor conduct was addressed locally.

Municipalities can't remove councillors from office, but councillors can use codes of conduct to remove other councillors from committees and exclude them from some meetings. But councillors on the receiving end of those judgments argue that power can be wielded sometimes inappropriately.

Councils need to work collaboratively and cooperatively to effectively govern. This requires a concerted effort of working together and becoming a team that is respectful to each other and accepting different opinions. A code of conduct complaint can be counterintuitive to this essential aspect of a council in that it places council members in quasi-judicial role on a peer.

While the principle of code of conduct bylaws is important, it is just as important that it is implemented in a fair and unbiased manner. The creation of an independent third party such as an integrity office would alleviate this, whereas the office would evaluate and determine if a breach occurred, investigate and recommend disciplinary actions that are suitable to the breach.



The establishment of an inquiry office would also remove administration from being involved in any code of conduct process. This reinforces the dichotomy of council and municipal administration and potential conflict between the two.

**ALBERTA MUNICIPALITIES' COMMENTS:**

There has been no previous resolution on the matter; however, based on significant input from members, ABmunis has used previous provincial consultations on the MGA to recommend the creation of an independent office. In June 2024, ABmunis met with the Premier and Minister of Municipal Affairs who were both receptive to the idea. This led to Municipal Affairs using its July 2024 consultations on the development of regulations related to the Municipal Affairs Statutes Amendment Act (Bill 20) to include questions on how an Integrity Commissioner's Office could be structured, its extent of power, and the funding source. The approval of this resolution would provide further confirmation that ABmunis' members support the creation of an independent body to serve municipal councils in the investigation and recommendation of sanctions related to code of conduct violations.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Tracy Breese  
Legislative Coordinator  
Town of Rocky Mountain House  
[Legislative@TRMH.ca](mailto:Legislative@TRMH.ca)

Dean Krause  
Chief Administrative Officer  
Town of Rocky Mountain House  
[DKrause@TRMH.ca](mailto:DKrause@TRMH.ca)

## B2: Allowance of Automated Vote Counting Systems in Municipal Elections

Moved by: City of St. Albert  
 Seconded by: Town of Rocky Mountain House

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**WHEREAS** the timely, accurate and efficient operation of municipal elections is essential to uphold the principles of democratic integrity and effective local government;

**WHEREAS** municipalities across Alberta have historically employed a variety of vote counting methods, ranging from manual counting of ballots to the use of automated vote counting systems that count paper ballots, that best enable them to facilitate local elections based on the unique demographics and structure of their municipality;

**WHEREAS** the Government of Alberta's Municipal Affairs Statutes Amendment Act, 2024 repeals the section of the Local Authorities Election Act that enables the use of automated vote counting systems, necessitating that municipalities solely employ the manual counting of ballots in future local elections, thereby running counter to the core principle of enabling local decision-making;

**WHEREAS** a municipal electoral ballot can contain many different votes, including a vote for mayor, multiple councillors, school board trustees, senate candidate nominations, and referendum or plebiscite questions, the complexity of which can both increase the risk of human error and the time required to complete a manual count;

**WHEREAS** municipalities have utilized automated vote counting systems at their discretion to effectively mitigate the complexity and time required to count ballots in order to produce accurate, reliable and timely election results;

**WHEREAS** the previous Local Authorities Election Act and current municipal bylaws include stringent, effective and tested regulations for the use of automated vote counting systems, in addition to the allowance of manual re-counts, which have ensured fair, accurate and authentic local elections for many election cycles;

**WHEREAS** the requirement of manual ballot counting will impose a financial burden on municipalities that have previously relied on automated vote counting systems, limit the ability to provide accurate, timely and reliable results, and increase the risk of delayed results and errors; and

**WHEREAS** some municipalities have not utilized manual vote counting in years or decades and would therefore incur significant risk in adapting alternative vote counting processes without precedent or corporate expertise, thereby increasing the likelihood of delayed results, errors, and cost escalation.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta to permit municipalities to utilize the vote counting system of their choice in the operation of their local elections, including automated vote counting systems, to ensure accurate, cost-effective and timely results for Albertan voters.

### BACKGROUND:

On April 25th, 2024, the Government of Alberta tabled Bill 20, the Municipal Affairs Statutes Amendment Act, which makes substantive changes to the Local Authorities Election Act (LAEA). The bill repealed section 84 of the LAEA, which stated:

*84(1). An elected authority may by bylaw provide for the taking of the votes of electors by means of voting machines, vote recorders or automated voting systems.*

Further stipulations within this section referenced the allowance of electronic voting tabulators and included stringent requirements and regulations for the use of such equipment.



Bill 20 replaced this section with the following:

*84. A local jurisdiction shall not provide for the taking or counting of votes by means of voting machines, vote recorders, automated voting systems or tabulators.*

Many municipalities have used automated vote counting systems – such as electronic tabulators– over a large number of election cycles. These systems typically involve a voter filling out a paper ballot, which is then deposited in an electronic tabulator that records their votes; the technology utilized is similar to “scantron” automated test scoring systems that are used for educational exams in schools and post-secondary institutions across Alberta. Once a paper ballot’s votes have been recorded by the electronic tabulator, the paper ballot remains accessible should any errors or close results necessitate a manual re-count of the ballots.

The use of such systems allows for the effective and timely counting of ballots, some of which can contain over a dozen different individual votes, including votes for mayor, multiple councillors, school board trustees, senate nominees, provincial referendums, and local plebiscites. For example, in the City of St. Albert’s 2021 election, over 17,500 individual ballots were cast, with each ballot containing 7 separate votes, and 17 candidates elected or referendum questions answered out of over 50 options. Similar complex ballot dynamics exist among many municipalities in Alberta.

The previous LAEA enabled the use of automated vote counting systems at a municipality’s discretion, and also placed regulatory stipulations and requirements for their use; municipalities that utilized the equipment often included stricter stipulations for its use within their own election-regulating bylaws. The City of St. Albert’s Municipal Elections Bylaw 20/2017, for example, includes the following regulations:

- Requirements that the automated vote counting system has been tested, is in good working order and will provide accurate results;
- Requirements that the integrity of the automated vote counting system is protected through security measures designed to prevent unauthorized access or tampering of the system;
- Regulations for contingencies should an automated vote counting system malfunction.

Automated vote counting systems also allow for increased reliability and voter confidence in the use of complex ballots. For example, the City of St. Albert’s local election processes enable a voter to place their own marked paper ballot in an electronic tabulator; should the tabulator identify an error on the ballot, the voter will be given an opportunity to request a new ballot, ensuring that their votes are counted. Such contingencies and allowances would not be possible with a manual count, which would necessitate a degree of subjectivity to interpret unclear or improperly marked ballots and thus increase the risk of votes not being counted and vote counting errors.

Municipalities that utilize automated vote counting equipment have also invested notable resources in their operation and regulation; for example, the City of St. Albert regulates the use of electronic tabulators in its Municipal Elections Bylaw<sup>1</sup> and signed a contract with a value of \$55,000 to utilize 31 tabulators in its most recent election. The requirement to utilize manual vote counting will require a broad overhaul of municipal bylaws that regulate elections in municipalities that have utilized automated vote counting systems and will necessitate the design and operation of new vote counting processes in addition to the contracting and/or training of vote counting personnel. Collectively, this will impose financial burdens on affected municipalities due to the resources required to enact an overhaul of this scale to design and employ a new electoral process.

Furthermore, the lack of recent precedence on the utilization of manual vote counting in addition to the lack of corporate knowledge will increase the risk of delay, errors and other related issues for municipalities that have not recently utilized manual vote counting to tabulate complex ballots, which could negatively impact the ability for municipalities to provide timely, effective, and efficient elections. Such delays and errors could undermine the trust

<sup>1</sup> City of St. Albert – Municipal Elections Bylaw 20/2017

[https://stalbert.ca/site/assets/files/30875/consolidated\\_municipal\\_elections\\_-\\_by\\_bylaw\\_25-2023.pdf](https://stalbert.ca/site/assets/files/30875/consolidated_municipal_elections_-_by_bylaw_25-2023.pdf)

of residents in their local government's ability to uphold the principles of democratic integrity and effective local government.

Allowing municipalities to employ the vote counting system of their choice and design – whether through a manual count or the use of electronic tabulating equipment – will ensure that they can provide reliable, accurate, and timely elections for their residents, and will maintain the tradition of trust in the municipal electoral process that has been held by Albertans for generations. Furthermore, the autonomy to make a decision such as this is best suited to occur locally, amongst those who know and understand their communities the greatest.

**ALBERTA MUNICIPALITIES' COMMENTS:**

When the Government of Alberta introduced Bill 20, the Municipal Affairs Statutes Amendment Act, 2024 during the spring 2024 legislative session, Alberta Municipalities highlighted concerns with the removal of electronic tabulators amongst other concerns with Bill 20. The Government of Alberta has stated that the intent of removing the use of voting machines and tabulators is to increase trust in local election processes. If this resolution is approved, it would be forwarded to the Government of Alberta for response. Further advocacy would be recommended to the ABmunis' Board by the Municipal Governance Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Monty Killoh  
Advisor  
Government Relations  
City of St. Albert  
[mkilloh@stalbert.ca](mailto:mkilloh@stalbert.ca)

Trevor Duley  
Senior Manager  
Government/Indigenous Relations & Environment  
City of St. Albert  
[tduley@stalbert.ca](mailto:tduley@stalbert.ca)

## B3: Provincial Education Property Tax Reform

Moved by: City of St. Albert  
 Seconded by: Town of Penhold

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**WHEREAS** local public infrastructure such as transportation, water/wastewater utilities, stormwater management, and other local priorities are vital to the sustainability of municipalities and the quality of life for Albertans such as recreation and community facilities;

**WHEREAS** municipalities across Alberta have highlighted the need for increased municipal infrastructure funding and alternative financing mechanisms and policies to maintain existing infrastructure, build new infrastructure, and support community growth, through the adoption of several associated resolutions at the 2023 Alberta Municipalities Convention;

**WHEREAS** provincial revenue-sharing with municipalities does not meet the need for local public infrastructure investment, as it has decreased from \$420 per Albertan in 2011 to \$186 in 2024, while municipalities face increasing fiscal pressures related to population growth and high inflation-driven construction costs<sup>1</sup>;

**WHEREAS** the Government of Alberta's 2024-27 Fiscal Plan expects that municipalities will collect over \$2.7 billion in provincial education property tax in 2024 on behalf of the province, and predicts this figure will grow by 4.3% a year to \$3 billion in 2026-27<sup>2</sup>;

**WHEREAS** on behalf of the Government of Alberta, municipalities collect \$1 billion more for provincial revenue via the provincial education property tax than what they receive in total provincial funding for municipal infrastructure via the Local Government Fiscal Framework (LGFF), competitive grant programs, and other one-time capital investments; and

**WHEREAS** the 2023 mandate letter for the Minister of Municipal Affairs directs the ministry to review the feasibility of amending the provincial education property tax to assist municipalities with retaining more funding for local priorities.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta to action the Minister of Municipal Affairs' mandate letter from the Premier, to review the provincial education property tax to assist municipalities with retaining more funding for local priorities, with the outcome being that municipalities receive provincial funding for municipal infrastructure equal to or greater than what is collectively requisitioned in provincial education property tax on an annual basis for the Government of Alberta.

### BACKGROUND:

The collection of the provincial education property tax by municipalities in its current form was established by the Government of Alberta in 1994. Based on equalized assessment value, the province calculates each year the amount of provincial education property taxes that a municipality must transfer to the Government of Alberta. Municipalities are subsequently responsible to calculate the amount of provincial education property taxes to be charged to each property based on their assessed property values. As the provincial education property tax is typically billed to residents in combination with their municipal property taxes, residents may be unaware that approximately 30% of their property tax bill is submitted to the province – it is a reasonable expectation that local property taxes billed by a municipality will fund the services and infrastructure needs within their local community.

<sup>1</sup> Alberta Municipalities – Preliminary Analysis on Alberta's 2024 Budget, pg. 5 - <https://www.abmunis.ca/system/files/2024-03/ABmunis%20Preliminary%20Analysis%20on%20Alberta%27s%202024%20Budget.pdf>

<sup>2</sup> Government of Alberta's 2024-27 Fiscal Plan, Page 63 - <https://open.alberta.ca/dataset/23c82502-fd11-45c6-861f-99381fff748/resource/3782cc8f-fdc4-4704-9c50-07fc36e05722/download/budget-2024-fiscal-plan-2024-27.pdf>

The Government of Alberta's 2024-27 Fiscal Plan notes that municipalities are expected to collect \$2.7 billion worth of provincial education property tax in 2024-25, and that this revenue will grow by 4.4% per year to \$3 billion in 2026-27<sup>1</sup>.

As the provincial education property tax is tied directly to property assessment values, growth in assessment and new development means that growing municipalities have seen their associated tax requisition increase in 2024 despite a provincial freeze on the tax rate. This increase is especially tangible for municipalities witnessing exceptional growth in development and assessment values, which in effect causes them to become victims of their own success as their provincial education property tax rates increase along with their growth in assessed property values.

The 2023 Mandate Letter for the Ministry of Municipal Affairs directed the Minister to “review the feasibility of amending the provincial education property tax to assist municipalities with retaining more funding for local priorities.” At the 2024 Alberta Municipalities Spring Municipal Leaders Caucus, Premier Danielle Smith noted that the Province will provide more public infrastructure funding to municipalities in 2024 – approximately \$3.6 billion total – than what municipalities collect in Education Property Tax, if all infrastructure spending is included in addition to LGFF allocations. Analysis by Alberta Municipalities found this assertion is accurate if inclusive of federal funding for local infrastructure allocated by the province and spending on provincially-owned highways and bridges; due to these funding allocations either being dissociated from provincial revenues and spending, or from funding municipally owned and operated infrastructure, a more accurate figure of \$1.73 billion is being spent on local infrastructure, which is \$1 billion less than what municipalities will collect in provincial education property tax in 2024<sup>2</sup>.

Should the Government of Alberta reform the provincial education property tax and/or revenue sharing mechanisms with municipalities to be equal to or greater than what they collect in education property tax, the additional \$1 billion in funding would bridge the municipal infrastructure funding gap that exists when current LGFF Capital funding compared with historical funding for municipal public infrastructure<sup>3</sup>.

Reforming the education property tax in this manner would provide municipalities with the needed fiscal capacity to maintain and build infrastructure to support the quality of life Albertans expect from their local and provincial governments.

There may be some instances across Alberta Municipalities' membership base where individual municipalities currently receive more funding in provincial grants than what they collect in provincial education property tax. The active resolution clause has been worded to consider this factor, as the intent is not to lead to decreased funding for any municipality, but to be equal or greater than what they are individually requisitioned in provincial education property tax.

#### **ALBERTA MUNICIPALITIES' COMMENTS:**

Over the years, members have approved numerous resolutions on the issue of provincial property taxes with the most recent resolution in 2020, which called for the Government of Alberta to take over responsibility for the collection of provincial property taxes. The Government of Alberta's response was that the current system provides for the most efficient method of collecting provincial property taxes. Through the development of the Local Government Fiscal Framework Capital program, ABmunis also highlighted and advocated against the growing gap between provincial property taxes and provincial capital funding provided to municipalities.

<sup>1</sup> Government of Alberta's 2024-27 Fiscal Plan, Page 63 - <https://open.alberta.ca/dataset/23c82502-fd11-45c6-861f-99381fffc748/resource/3782cc8f-fdc4-4704-9c50-07fc36e05722/download/budget-2024-fiscal-plan-2024-27.pdf>

<sup>2</sup> Alberta Municipalities – Breaking Down Alberta's Capital Support for Municipalities in 2024. <https://www.abmunis.ca/news/breaking-down-albertas-capital-support-municipalities-2024>

<sup>3</sup> Alberta Municipalities: Let's Talk About Infrastructure - <https://www.abmunis.ca/advocacy-resources/infrastructure/lets-talk-about-infrastructure>

Since the release of the Premier’s 2023 mandate letter, ABmunis has sought regular updates from ministers on the government’s progress and to date has been informed that the review is still under work. If this resolution is passed, it will be forwarded to the Government of Alberta for response. Further advocacy would be recommended to ABmunis’ Board by the Municipal Governance Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis’ Convention, any questions about this resolution may be directed to:

Monty Killoh  
Advisor  
Government Relations  
City of St. Albert  
[mkilloh@stalbert.ca](mailto:mkilloh@stalbert.ca)

Trevor Duley  
Senior Manager  
Government/Indigenous Relations & Environment  
City of St. Albert  
[tduley@stalbert.ca](mailto:tduley@stalbert.ca)

## B4: Restoring Provincial Grants in Place of Taxes (GIPOT) Funding

Moved by: Town of High Prairie  
 Seconded by: Town of Mayerthorpe

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**WHEREAS** properties owned by the Government of Alberta are exempt from municipal property taxes, but the province provides a Grants in Place of Taxes (GIPOT) program to fund municipalities for the municipal services provided to provincial properties;

**WHEREAS** the Provincial budgets since 2019-2020 have made significant reductions in GIPOT funding to all municipalities across Alberta;

**WHEREAS** Budget 2024-25 has provided an increase of \$2.1 million in the GIPOT funding to reflect the rising assessment and construction of new provincial government infrastructure;

**WHEREAS** despite increases in Budget 2023 and Budget 2024, GIPOT's 2024 budget of \$38.1 million is still well below past funding levels of \$60 million before the province cut the program budget in 2019-20; and

**WHEREAS** these reductions have placed an unfair and disproportionate burden on municipal ratepayers.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the reinstatement of full funding, at a minimum to the 2019/20 funding level of \$60 million, for all properties that are eligible for GIPOT.

### **BACKGROUND:**

The provincial government reduced the GIPOT program by 25% in 2019/20 and a further 25% in 2020/21, for a total reduction of 50% compared to 2019/20. The overall program funding reductions related to these changes in the 2019/21 provincial budgets were significant, impacting almost all municipal units in Alberta. GIPOT's 2024 budget of \$38.1 million is still well below past funding levels of \$60 million before the program cuts by the provincial government in 2019/20.

Historically the revenue flows to the municipalities were based on the taxes the Crown would pay if the properties were not exempt from taxation. This change in funding has effectively downloaded costs to the ratepayers within the municipalities.

This gap in provincial funding points to the need for the province to recognize the essential role that the day-to-day municipal services play in supporting provincial building and properties.

Both Alberta Municipalities and the Rural Municipalities of Alberta have been advocating for a more equitable and fair funding of properties which fall under the GIPOT classification.

### **ALBERTA MUNICIPALITIES' COMMENTS:**

GIPOT funding has been a priority of ABmunis for many years dating back to 2016 when members were encouraged to participate in a letter writing campaign to express concerns with changes to the program. In recent years, ABmunis has highlighted how reductions in GIPOT are one of many examples of how hundreds of millions of dollars have been downloaded onto municipalities between 2017 and 2023. Overall, this resolution aligns with ABmunis' advocacy on municipal financial health and municipal funding. If the resolution is passed, it will be forwarded to the Government of Alberta for a response and further advocacy recommended to ABmunis' Board by the Municipal Governance Committee within the context of other priorities.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Brian Panasiuk  
Mayor  
Town of High Prairie  
[mayor@highprairie.ca](mailto:mayor@highprairie.ca)

Bill McKennan  
Chief Administrative Officer  
Town of High Prairie  
[cao@highprairie.ca](mailto:cao@highprairie.ca)



## B5: Small and Remote Municipalities Need Regional Economic Development Alliances (REDAs) to Thrive

Moved by: Town of Mayerthorpe  
 Seconded by: Town of Coalhurst

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**WHEREAS** the Municipal Government Act (MGA) R.S.A. 2000, Chapter M-26, Section 3 – Municipal Purposes states “the purposes of a municipality are (3)(a) to provide good government, (3)(a.2) to foster the economic development of the municipality, (3)(b) to provide services, facilities or other things that, [...] are necessary or desirable for all or part of a municipality; and, (3)(c) to develop and maintain safe and viable communities;

**WHEREAS** the Government of Alberta’s Economic Development in Rural Alberta Plan (EDRAP) document clearly identifies REDAs as essential partners in the work to grow Alberta’s rural economy through “*continued collaboration and investment in Regional Economic Development Alliances*”;<sup>1</sup>

**WHEREAS** the Premier’s 2023 mandate letter to the Minister of Jobs, Economy and Trade specifically instructs the Minister to work with REDAs by “collaborating with partner organizations, including Regional Economic Development Alliances, to enhance wayfinding services and other business-attraction initiatives for investments under approximately \$50 million”;<sup>2</sup>

**WHEREAS** the Government of Alberta (GoA) has embraced a more than 20-year partnership with REDAs and their members to undertake regional economic development initiatives of mutual interest and this partnership has positioned Alberta as a leader in the delivery of regional economic development;

**WHEREAS** most rural Alberta communities are served by one of the nine REDAs and many small urban and remote municipalities rely on REDAs for economic development service delivery due to limited budget capacity; and

**WHEREAS** an innovative solution can be implemented to budget for long-term, consistent provincial funding for REDAs to ensure small and remote municipalities continue to have access to economic development services thus ensuring vital growth in Alberta’s economy.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Minister of Jobs, Economy and Trade and the Government of Alberta as a whole to implement measures for the provision of continuous, stable funding for the nine existing REDAs, supporting each with a budget of \$225,000 per year consisting of \$125,000 per year in operational funding and \$100,000 per year in project funding.

**IT IS FURTHER RESOLVED THAT** Alberta Municipalities advocate for a Memorandum of Understanding between the Government of Alberta and the current REDA Chairs to develop a clear purpose and program structure for the REDAs, inclusive of a stable, long-term, collaborative approach to funding.

### BACKGROUND:

Over 20 years ago, the GoA envisioned a way for groups of municipalities within a geographic region to collaborate on mutually beneficial economic development initiatives and the REDAs were born. Based on an “all for one and one for all” concept, REDAs undertook projects aimed at building economic resiliency in small and remote rural areas where limited capacity meant that economic development was worked off the side of someone’s desk.

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<sup>1</sup> Government of Alberta’s Economic Development in Rural Alberta Plan, page 14 - <https://open.alberta.ca/publications/economic-development-in-rural-alberta-plan>

<sup>2</sup> 2023 Mandate letter to the Minister of Jobs, Economy and Trade <https://open.alberta.ca/publications/mandate-letters-to-ministers-2023>



REDAs are member-driven organizations that utilize strategic planning to develop regional priorities. Historically, REDAs have tried to align themselves with provincial priorities wherever possible to maximize results for the entire province. Uniquely positioned to help the GoA deliver the Alberta Advantage in rural areas, REDAs are trusted bridges between the provincial government and their member municipalities building and maintaining networks of local, strategic relationships and expanding much needed growth opportunities.

Funding for REDAs has fluctuated over their history. Up until 2011, most REDAs were staffed and managed by GoA employees from regional offices and each had multiple employees and budgets that ranged between \$400,000 and \$500,000. In 2011, REDA funding was cancelled, and offices closed. The member municipalities of the day chose to continue supporting the work and the organizations received specific project funding from the GoA. Outcomes suffered and REDAs struggled until 2014.

REDA Renewal began as a research project to determine the potential opportunity to be found in renewing the partnership and working with the GoA to set the direction for the re-invigorated collaboration. Agreements were signed that saw each REDA provided with \$100,000 per year in operational support and a mandate to align with provincial priorities to deliver certain outcomes.

During the fiscal years of 2016-18, the REDA-CARES funding stream was created, enabling each REDA to receive \$200,000 in operational and project funding. It required REDAs to submit project plans to their GoA counterparts. The measure returned significant value to the province for that investment.

Sweeping budget cuts in 2019-20 saw REDA funding slashed to \$50,000 each. REDAs continued their work, demonstrating value and, in 2022, the GoA provided a one-time top up of \$25,000 for projects. Then, in 2023, the GoA returned the REDAs to \$125,000 per year in operational support and expressed strong government support for the value of the partnership.

On January 19, 2024, the Minister of Jobs, Economy and Trade announced the GoA's intention to defund the current REDA program. This abrupt announcement will impact every REDA member across the province. With the potential to impact roughly half of ABmunis' members, this is a matter of great consequence. For all current REDA member municipalities, it will likely mean requests for larger municipal funding contributions.

Many REDA members are small communities with limited capacity. They will have to choose between their fiscal responsibilities and their economic development goals. For the smaller REDAs, the untenable choice their members face could mean the dissolution of more than one REDA.

Even for the larger REDAs, the GoA's decision to defund will have consequences. Without operational funding support, REDAs will have fewer dollars for meaningful projects. And, like the smaller REDAs, communities with limited fiscal capacity could be forced to withdraw from participation, further straining the REDA's budget.

The County of Paintearth No. 18 presented a resolution on the floor at the Rural Municipalities of Alberta Spring 2024 Conference. Receiving overwhelming support, RMA will advocate for a stable funding agreement for the nine REDAs and a renewal of the partnership between the REDAs and the GoA.

#### **ALBERTA MUNICIPALITIES' COMMENTS:**

The resolution is consistent with a Request for Decision (RFD) that was passed by members at ABmunis' Spring 2024 Municipal Leaders' Caucus. The Government of Alberta's response to that RFD was that it still intends to proceed with its plan to transition out of providing operational funding to REDAs. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Economic Strategy Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Janet Jabush

Mayor

Town of Mayerthorpe

[Janet.Jabush@mayerthorpe.ca](mailto:Janet.Jabush@mayerthorpe.ca)

## B6: Family & Community Support Services (FCSS) Funding Increase

Moved by: City of Airdrie  
 Seconded by: Town of Crossfield

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**WHEREAS** the Family & Community Support Services (FCSS) program promotes and enhances the well-being of Albertans, families and communities by funding preventive programs intended to help individuals adopt healthy lifestyles, improve their quality of life and build capacity to prevent and deal with crisis situations should they arise<sup>1</sup>;

**WHEREAS** FCSS is an 80/20 funding partnership between the Government of Alberta and more than 318 participating municipalities and Metis settlements;

**WHEREAS** between 2015 and 2022 provincial funding for FCSS was stagnant and the \$5 million increase, to a total of \$105 million, in 2023 does not adequately reflect the need for services in Alberta communities;

**WHEREAS** in October 2023, the Family and Community Support Services Association of Alberta called on the Alberta Government to increase total funding to \$130 million allowing FCSS programming to be maintained and for the fund to be indexed to inflation; and

**WHEREAS** investment in prevention creates a sustainable system of local support for Albertans, families and communities and by not increasing FCSS funding to take into account inflation and population growth the result will be a decrease or elimination of critical programs and services.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta to immediately increase provincial funding for Family and Community Support Services commensurate to population growth and annual inflation rates to adequately and sustainably fund necessary prevention programs and services in communities across Alberta.

### BACKGROUND:

Family and Community Support Services (FCSS) has provided funding for vital programs and services to residents in municipalities across Alberta since 1966. Today, eligible services under FCSS must be preventative in nature and may include initiatives and programs that help communities:

- identify their social needs and develop responses;
- promote, encourage and support volunteer work in the community;
- inform the public about services;
- support children and their families' social development;
- help families enrich and strengthen family life and function more effectively in their own environment; and,
- enhance retired and semi-retired people's quality of life.<sup>2</sup>

Previous FCSS funding resolutions were adopted at Alberta Municipalities' Conventions in 2006, 2007, 2010 and 2014. The Government of Alberta increased funding to a total of \$100 million in 2015 and added an additional \$5 million in 2023. Provincial funding increases have not kept pace with population growth or inflation. From 2000-2023 Alberta added nearly 1.7 million people and inflation averaged 2.25% per year over the same time period. Quickly eroding any additional funds provided by the province and municipalities.

In October 2023, the Family and Community Support Services Association (FCSSA) of Alberta requested an additional \$25 million, a 24% increase, in funding from the Government of Alberta to fund FCSS programs. Noting that preventive programming significantly reduces the amount of money that needs to be invested in health care, mental health, addictions, and the justice system.

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<sup>1, 2</sup> Government of Alberta, Family and Community Support Services (FCSS) program, <https://www.alberta.ca/family-and-community-support-services-fcss-program>

*“Every dollar invested in preventive services saves us \$7 to \$12 in future spending on justice, health care and addictions. As our provincial priorities focus on critical social issues, Albertans have never needed FCSS more than today.”*

Murtaza Jamaly, President  
Family and Community Support Services Association of Alberta  
October 3, 2023

FCSSA is a member-driven organization that was established in 1981 to bring FCSS programs from across the province together to connect, collaborate, and to maximize resources.

A funding increase of \$25 million to \$130 million would help to maintain current FCSS programming levels across the province according to the FCSSA. No additional funding was allotted to FCSS in the 2024 Alberta Budget. Should provincial funding be increased, municipalities would need to increase contribution rates to maintain the 80/20 funding partnership required under the *Family and Community Support Services Regulation*. It should be noted that many municipalities are currently contributing more than 20% to local prevention programs.

**ALBERTA MUNICIPALITIES' COMMENTS:**

This resolution aligns with ABmunis' past advocacy where the unchanged level of FCSS funding from 2015-16 to 2022-23 and again in 2024-25 represent a downloading of costs onto municipal governments. The resolution aligns with ABmunis previous advocacy to seek an increase in FCSS funding to keep pace with Alberta's growth and costs of services. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Leona Esau  
Intergovernmental Liaison  
City of Airdrie  
[Leona.Esau@airdrie.ca](mailto:Leona.Esau@airdrie.ca)

## B7: Alberta First Responders Radio Communications System Equipment Funding

Moved by: Town of Strathmore  
 Seconded by: Village of Rockyford, Town of Mayerthorpe

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**WHEREAS** a provincewide radio system helps first-responders, such as police, fire, and ambulance, coordinate to improve safety and response times;

**WHEREAS** it is the province's mission to provide quality, cost effective, secure, reliable, accessible land mobile radio communications supporting all Alberta first responders;

**WHEREAS** the Alberta First Responders Radio Communications System (AFRRCS) is a two-way radio network launched in 2016 to be used by first responders in municipal, provincial and First Nations agencies across the province;

**WHEREAS** the Alberta First Responders Radio Communications System was designed to allow agencies to share talk groups, allowing inter-agency communications to be achieved in a powerful fashion; and

**WHEREAS** not all municipalities have access to the Alberta First Responders Radio Communications System due to a lack of available funds for equipment.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to provide financial support for municipalities with a population of less than 3,000, and for regional groups, to obtain equipment necessary to participate in the Alberta First Responders Radio Communications System (AFRRCS).

### BACKGROUND:

The Alberta First Responders Radio Communications System (AFRRCS) is the provincewide radio system that helps first-responders, such as police, fire, and ambulance, coordinate to improve safety and response times.

AFRRCS Operations, Maintenance and Sustainability (OMS) is responsible for the maintenance of the system and network to allow communications encompassing 335 sites and over 33,000 devices. The system is monitored 24/7, 365 days a year by the System Control Centre (SCC). There has been substantial provincial investment to build the infrastructure of the system across the province, while encouraging all relevant stakeholders to participate to achieve complete inter-operability Alberta-wide.

First responder agencies are eligible to use the system on a no-cost basis. Approved secondary responders are permitted to use the system with a yearly fee. This does not include the expense of equipment, which can cost \$5,000 to \$15,000 per radio unit. For context, a larger community like Strathmore required a \$250,000 investment to furnish the number of radios required to support the detachment.

The system has been operational since July 2016, but not all municipalities in Alberta are current participants due to the investment required in the radios needed to access the system. Unfortunately, the outlay of dollars for these radios is cost intrusive to many budgets in towns, villages and counties with vast space and smaller populations.

The Town of Strathmore prioritizes Community Wellness as a part of its strategic plan – putting emphasis on the value of the health of residents, and focusing on the maintenance, protection, and improvement of services that support optimum lifestyles. Alberta has one of the largest and fastest growing populations in the country and Strathmore has seen its share of growth. With a population of nearly 15,000 it is imperative that additional available safety measures be accessed, not only by the Town, but extending to the surrounding communities. It is these smaller community partners who should not be overlooked, as everyone works together to contribute to

the safety of Albertans. Those wearing the same uniform should be afforded the same access to communication systems to achieve the greatest benefit. It puts residents at a disadvantage and overall risk when not all villages, towns, and smaller municipalities in the province share in the amazing tool that is the Alberta First Responders Radio Communications System. Strathmore has extensive firsthand experience in the challenges faced with communications when working together with neighbouring municipalities to respond to major incidents along Highway 1 who are not all on the same system. These learnings highlight the importance of these tools.

Alberta Municipalities has advocated for collaboration between communities, and putting everyone on an equal footing with access to use of core resources that pertain to the safety and well-being of Albertans should be considered.

The proposal before Alberta Municipalities' members is to advocate that the Government of Alberta provide financial support for the purposes of obtaining the required resources, in the form of emergency service radios, to access the AFRRCS. The proposed action would be in alignment with the Government of Alberta's mission to support rural economic development. Smaller communities building their support systems serves to deliver on this by having the same advantages as larger urban centres.

The health and safety of all Albertans is a priority and ensuring that the delivery of care by those first responders who know their communities best – through access to cost effective, secure, reliable, accessible land mobile radio communications that benefit everyone.

**ALBERTA MUNICIPALITIES' COMMENTS:**

This resolution aligns with past ABmunis advocacy on the need to support municipal access to AFRRCS. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Johnathan Strathdee  
Manager of Communications, Marketing & Legislative Services  
Town of Strathmore  
[johnathan.strathdee@strathmore.ca](mailto:johnathan.strathdee@strathmore.ca)

## B8: Declining Fire Department Services Across Alberta

Moved by: Village of Mannville  
 Seconded by: Town of Vegreville, Town of Smoky Lake

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**WHEREAS** small communities across Alberta rely on volunteers to serve as firefighters and first responders and therefore, having a sufficient number of volunteer firefighters is essential to the health and safety of each community;

**WHEREAS** businesses that employ volunteer firefighters do not currently receive a tax credit for doing so;

**WHEREAS** provincial Fire Services Training Program funding increases are necessary for small community firefighter training; and

**WHEREAS** the Government of Canada's former Joint Emergency Preparedness Program (JEPP) for fire/emergency training and equipment is no longer available.

**THEREFORE, BE IT RESOLVED THAT** Alberta Municipalities:

1. advocate to the Government of Canada to create a business tax credit for businesses that allow employees who are volunteer firefighters to attend calls during business hours; and
2. advocate to the Government of Canada to reinstate the Joint Emergency Preparedness Program.

### **BACKGROUND:**

Over the past several months, there have been several instances where the Village of Mannville's local fire department has not been able to respond to calls due to the dwindling numbers of volunteer members. In addition to the decline in members, there are several existing members that are unable to leave their place of employment to attend emergency calls.

The Government of Alberta (GOA) reinstated the Fire Services Training Grant (FSTP) in 2022 providing a maximum grant of \$10,000 per application. The grant is to financially assist municipalities to ensure fire services are adequately trained to address the community's risks and levels of service. It would be helpful if the overall program funding of \$500,000 were increased to provide all municipalities opportunities to receive this funding, plus keep pace with inflationary increases in training costs.

The Federal Government cut the Joint Emergency Preparedness Program (JEPP) in 2013. The JEPP was used to fund major capital purchases for fire departments. Reinstating a modernized JEPP would reduce deferred equipment purchases due to fiscal pressures. This grant is imperative as the longer these purchases are deferred the higher the risk to community safety.

### **ALBERTA MUNICIPALITIES' COMMENTS:**

In its 2024-25 budget, the Government of Canada increased the Volunteer Firefighters Tax Credit from \$3,000 to \$6,000 to help support volunteer firefighters.

ABmunis has advocated on issues related to emergency management in the past. The provincial government and other organizations are undertaking reviews and working groups to improve wildfire response from numerous perspectives. If the resolution is passed, it will be forwarded to the Government of Canada for a response and further advocacy would be recommended to the ABmunis Board by the Infrastructure Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Jennifer Hodel  
Chief Administrative Officer  
Village of Mannville  
[cao@mannville.com](mailto:cao@mannville.com)



## B9: Preventative Psychological Services Support for Municipal First Responders and Emergency Dispatchers

Moved by: City of St. Albert  
 Seconded by: Town of Mayerthorpe

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**WHEREAS** the Government of Alberta has stated that improving emergency medical services response times is a priority;

**WHEREAS** municipalities support emergency medical service response through their provision of first responder services (firefighters, police officers, peace officers, and in some instances, paramedics) and emergency dispatcher services, with these services often working in coordination with Alberta Health Services' emergency medical response;

**WHEREAS** in supporting emergency medical response, municipal first responders and emergency dispatcher services can be exposed to traumatic incidents that cause psychological injury, including post-traumatic stress disorder (PTSD), which may require treatment and extended medical leave, reducing municipal capacity to support emergency medical service response;

**WHEREAS** the Workers Compensation Act permits for the presumptive coverage of traumatic psychological injuries for first responders and emergency dispatchers, resulting in municipal taxpayers funding both the coverage required for recovery and return to service through increased premiums, in addition to the overtime required by active-duty personnel to cover such absences;

**WHEREAS** the provision of preventative psychological services reduces the frequency and severity of psychological injuries for first responders and emergency dispatchers, enabling fewer associated medical leaves and a more consistent and reliable roster of personnel on active duty;

**WHEREAS** the provision of preventative psychological services improves the mental health, well-being, and resiliency of first responders and emergency dispatchers, strengthening their ability to perform their emergency medical response duties; and

**WHEREAS** a more consistent and resilient roster of first responders and emergency dispatchers would both strengthen emergency medical service response times while also reducing the burden on taxpayers to cover associated Workers Compensation Act claims and overtime coverage for absences.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta to provide a grant or funding mechanism to municipalities to provide preventative psychological services to municipal first responders and emergency dispatchers to reduce the risk of psychological injury and the associated burden on taxpayers to treat such injuries, in addition to bolstering emergency medical services response services in Alberta.

### BACKGROUND:

The Workers Compensation Act defines "first responders" as firefighters, paramedics, peace officers, or police officers. The WCB, in its publication on *Presumptive Coverage for Traumatic Psychological Injuries (First Responders, Emergency Dispatchers and Correctional Officers)*, notes that "presumptive coverage for psychological injuries" sustained by first responders, emergency dispatchers and correctional officers is provided in certain situations<sup>1</sup>. This coverage demonstrates a recognized occupational risk for first responders and emergency dispatchers to be exposed to traumatic situations that cause psychological injuries, in addition to a need to receive treatment and undergo recovery. Municipal taxpayers are financially impacted by this coverage and associated treatment costs

<sup>1</sup> [https://www.wcb.ab.ca/assets/pdfs/workers/WFS\\_Presumptive\\_coverage\\_for\\_traumatic\\_psychological\\_injuries.pdf](https://www.wcb.ab.ca/assets/pdfs/workers/WFS_Presumptive_coverage_for_traumatic_psychological_injuries.pdf)

through WCB premiums their municipality must pay. For the City of St. Albert, WCB premiums have been in a surcharge (over standard industry rates) for the past five years due to psychological injury claims.

Many municipalities in Alberta provide first-responder and other associated services, such as fire services, emergency dispatchers, and – in some cases – paramedics. The employees who work in these roles can be exposed to traumatic events which cause the equivalent of a psychological injury (e.g., Post-Traumatic Stress Disorder). Some psychological injuries necessitate the filing of Workers Compensation Board (WCB) claims and associated leaves of absences to manage the psychological trauma and duress associated with these events, which results in:

- Higher WCB premiums being funded by municipal taxpayers;
- A reduction of personnel available for active duty that necessitates the use of staff overtime for coverage, which is also funded by municipal taxpayers; and/or
- Reduced capacity to support emergency medical response.

Municipal first responders also support emergency medical response work under the responsibility of Alberta Health Services in situations where provincial resources are delayed, exposing these municipal first responders to risks of psychological injuries. In any case, leaves of absences for first responders to recover from psychological injuries reduces the capacity of municipal first responders to bolster provincial emergency response services.

As the consequences of psychological injuries impact the service provision of first responders and emergency dispatchers, organizations have been increasingly introducing preventative psychological services into their onboarding and professional development programs. One such service being utilized is the “Before Operational Stress” (BOS) program, which offers participants a robust, self-directed learning regiment – in addition to sessions facilitated by mental health clinicians – that covers topics such as the physiology and markers of operational stress, cognitive impacts, emotions and behaviour change, and communication. The program prepares participants to manage their operational stress, such as the experience of traumatic events, in a healthy and structured manner. Participation in the BOS program can:

- Improve mental health symptoms (e.g., depression, anxiety, substance use and Post-Traumatic Stress Disorder);
- Equip first-responders with tools to manage workplace stress; and
- Enhance the sense of control over workplace stress and mental health.

A 2021 peer-reviewed study of the BOS program found statistically significant improvements in symptoms of PTSD, quality of life, stigma, and perceived social support in participants, in addition to other benefits such as improvements in symptoms of depression, anxiety, stress, alcohol use, as well as emotional regulation and resilience. The reduction in these symptoms aligns with efforts to reduce the frequency and severity of psychological injuries requiring a leave of absence and treatment for first responders and emergency dispatchers; furthermore, the stated benefits also support efforts to build resiliency among first responders, strengthening their service provision. Other supplemental preventative psychological service initiatives could further support this effort.

As improving emergency medical response services is a provincial priority, the provision of a grant by the Government of Alberta to fund the provision of preventative psychological services for first responders and emergency dispatchers would support this objective. Through improving the mental health symptoms of personnel who witness traumatic events, the risk of both receiving a psychological injury and requiring a WCB-funded leave of absence for treatment would be reduced, enabling a more consistently full roster of first responders and emergency dispatchers available to support emergency medical response. Encouraging and enabling municipalities to provide this service to their first responders and emergency dispatchers would reduce their risk of psychological injury, strengthen and maintain the roster of available municipal first responders, and reduce the burden on municipal taxpayers for the provision of services that support provincial health care service delivery priorities.

**ALBERTA MUNICIPALITIES' COMMENTS:**

This resolution aligns with past ABmunis advocacy on the need to provide psychological supports to first responders. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Monty Killoh  
Advisor  
Government Relations  
City of St. Albert  
[mkilloh@stalbert.ca](mailto:mkilloh@stalbert.ca)

Trevor Duley  
Senior Manager  
Government/Indigenous Relations and Environment  
City of St. Albert  
[tduley@stalbert.ca](mailto:tduley@stalbert.ca)

## B10: Establishing a Provincial Level of Service for Emergency Social Services

Moved by: City of Grande Prairie  
 Seconded by: Town of Wembley

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**WHEREAS** there is currently no provincial level of service for Emergency Social Services support when hosting external communities from outside of their jurisdiction;

**WHEREAS** host municipalities each set a Level of Service for Emergency Social Services resulting in significant inconsistency among host municipalities;

**WHEREAS** there have been inconsistent answers from the province regarding what Emergency Social Services costs are eligible for cost recovery, resulting in host municipalities having to absorb expenses that have later been determined as ineligible for cost recovery; and

**WHEREAS** there was a record number of community evacuations in Alberta in 2023 and the frequency, severity; and duration of emergency evacuations is increasing.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for a provincial Level of Service for Emergency Social Services as a framework for providing support to external communities from other jurisdictions in Alberta or from out of province.

**FURTHER BE IT RESOLVED THAT** the proposed provincial Level of Service for Emergency Social Services include schedules that indicate services that are considered Basic Survival Needs, and which services are Discretionary; with identification of what costs are eligible for cost recovery.

**FURTHER BE IT RESOLVED THAT** the proposed provincial Level of Service for Emergency Social Services acknowledge that the host municipality is providing a Fee for Service and that they will directly invoice the home jurisdiction, or the Government of Alberta and will not be required to apply for Disaster Recovery Program funding to recover their costs.

### **BACKGROUND:**

When a host municipality agrees to accept evacuees from another municipality, reserve, Metis settlement, or from outside of the province, they are doing so in good faith and trying to help others in their time of need.

Unfortunately, the result is a significant disruption of services provided to its own residents. Even worse, local taxpayers are often saddled with a portion of the costs that have been determined ineligible under a Disaster Recovery Program (DRP). This should not be happening when the host community is not the one experiencing the emergency.

During an emergency when a host municipality is asked to accept evacuees on short notice, there is verbal reassurance that all costs will be covered, but there is not enough time to prepare a written agreement. Consequently, the details are subject to individual interpretation. The time decision-making takes can't keep pace with the speed with which issues are evolving. Even when trying to clarify expectations and eligibility for cost recovery through the province, the answers will vary from one day to the next as staff changes occur and new staff are unaware of previous decisions.

Host municipalities are also asked to apply for DRP funding to recover their costs, even though they were not the community that had the emergency. This process extends the time to recover costs well beyond their fiscal year-end,

forcing them to carry those costs forward sometimes for years. In many cases, a very large portion of costs have gone unrecovered.

The rules established for Disaster Recovery Programs are often referred to by staff of the province to answer Level of Service questions. There are several problems with this approach because there are several assumptions made in the DRP rules that do not apply to the host community. DRP rules are intended as a cost-sharing arrangement between the federal and provincial governments and the affected municipality. An example of this is regular staff time not being covered, only overtime. For the host municipality that forces them to subsidize the emergency costs of another municipality.

Many of the problems faced by host municipalities can be prevented if the province creates a Level of Service for Emergency Social Services for Hosting an External Community. This Level of Service should list the services that are required to meet an evacuee's "Basic Survival Needs", services that are discretionary and require approval of the Director of Emergency Management, and what services are eligible for cost recovery.

This Level of Service must be created without using the lens of the Disaster Recovery Program rules.

**ALBERTA MUNICIPALITIES' COMMENTS:**

ABmunis does not currently have a position on this specific issue, but it aligns with ABmunis advocacy on provincial downloading of costs onto municipalities. If this resolution is passed, it will be forwarded to the Government of Alberta for a response. Further advocacy would be recommended to ABmunis' Board by the Infrastructure Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Rory Tarant  
Director of Intergovernmental Affairs  
City of Grande Prairie  
[rtarant@cityofgp.com](mailto:rtarant@cityofgp.com)

## B11: Provincial Emergency Shelter Strategy

Moved by: City of Red Deer  
 Seconded by: Town of Hinton

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**WHEREAS** the provision of emergency shelters and addressing homelessness falls within provincial jurisdiction, that adequate housing is a fundamental human right, and that housing is essential to the inherent dignity and well-being of a person and to building sustainable and vibrant communities;

**WHEREAS** the Government of Alberta needs to create a comprehensive emergency shelter strategy to fully address the project management lifecycle processes of initiating, planning, executing, monitoring, controlling, and closing;

**WHEREAS** the homeless population continues to grow, so too are the challenges that municipalities face with this segment of our communities; and

**WHEREAS** there is heightened community sensitivity regarding emergency shelters and their placement, so it is vital the Government of Alberta present a clear vision and strategy regarding the development process for emergency shelters across the province.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta and the Minister of Seniors, Community and Social Services to create a comprehensive emergency shelter strategy for the entire province. This detailed strategy will provide a vision, guiding principles, objectives, definitions, project management governance, and role clarity for provincial and municipal governments and applicable community stakeholders.

### **BACKGROUND:**

Right across Alberta, there has been a significant increase in the number of people experiencing homelessness in our communities. From the large urban cities to small villages, there is a major crisis in the number of unhoused individuals in our province.

According to Red Deer's Point in Time (PIT) Count, held in the fall of 2022, the number of persons experiencing homelessness in the city increased to 334 in 2022 from 144 in 2018, confirming local outreach staff expectations that the number of people experiencing homelessness is increasing. Red Deer is not alone, results from the City of Grande Prairie's 2022 PIT Count on homelessness observed at least 328 individuals experiencing homelessness in their community. This number is up from the 2018 count which saw 228 unhoused individuals. Smaller communities experience the problem at the same proportion but often with fewer resources and partners. For example, the local Family and Community Support Services (FCSS) office of the town of Fort Macleod, population 3,300, helped 82 people in 2023 who were homeless or at imminent risk of becoming homeless.

In the absence of a clear Government of Alberta emergency shelter strategy, both the provincial government and municipal governments right across the province have struggled greatly in trying to construct new shelters. For example, in Red Deer, it has been four years now since the Government of Alberta announced a capital project of \$7 million for a new emergency shelter. During this time, there has been very little progress in moving this project forward. From not knowing the provincial government's vision, to confusion over role clarity, to not having proper project management structure in place, Red Deer is no further ahead in building this much needed piece of social infrastructure.

Shelters are a much-needed piece of social infrastructure and homelessness continues to grow in Alberta. To protect people's fundamental right of adequate housing, the Government of Alberta must improve in clearly articulating a vision and plan for emergency shelters right across this province.

**ALBERTA MUNICIPALITIES' COMMENTS:**

ABmunis does not currently have a position on emergency shelters, but the topic generally aligns with ABmunis advocacy on the need for provincial action to address homelessness. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Darren Kuz  
Interim Chief of Staff, Office of The Mayor & Council  
City of Red Deer  
[darren.kuz@reddeer.ca](mailto:darren.kuz@reddeer.ca)

## B12: Permanent Supportive Housing Capital and Operational Funding

Moved by: City of Red Deer  
 Seconded by: Village of Delburne

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**WHEREAS** the number of people experiencing chronic homelessness has increased substantially since 2018, with numbers doubling in some Alberta municipalities;

**WHEREAS** the demand for supportive housing is high and Alberta municipalities are lacking sufficient permanent supportive housing options to meet the needs of people experiencing chronic homelessness with highly complex needs;

**WHEREAS** Alberta municipalities require both capital and operational funding for new permanent supportive housing developments to be feasible and sustainable; and

**WHEREAS** investments in long-term housing solutions for people experiencing chronic homelessness is far less expensive than supporting their needs while in emergency shelters and encampments.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta and the Government of Canada to increase capital and operational funding for hub municipalities in Alberta for permanent supportive housing to ensure appropriate housing options are available for individuals experiencing chronic homelessness.

### BACKGROUND:

There has been an increase in the number of people experiencing homelessness and the rate of chronic homelessness across Canada, according to Infrastructure Canada's *Everyone Counts 2020- 2022 - Findings from the Nationally Coordinated Point-in-Time Count Results*<sup>1</sup>.

- Compared to previous counts in 2018, there was a 20% increase across the country, with unsheltered homelessness increasing by 88%.
- Some Alberta municipalities have experienced an increase of 50% or greater in homelessness since 2018.

Supportive housing options are in high demand in Alberta municipalities due to the high prevalence of chronicity and complexity of needs among local homeless populations.

Permanent Supportive Housing provides long-term housing and support to individuals who are homeless and experiencing complex mental health, addiction, and physical health barriers. This program provides an appropriate level of service for chronically homeless individuals who may need support for an indeterminate length of time while striving to achieve increased independence.

By prioritizing chronically homeless individuals who require high levels of support, permanent supportive housing increases their likelihood of remaining housed long term. This reduces the instances of individuals returning to homelessness after being housed, thereby alleviating the personal impacts and system pressures that may result.

Investments in permanent supportive housing solutions tend to be more cost-effective than continually supporting individuals in emergency shelters and encampments. Those investments also contribute to a significantly decreased demand on other systems, such as justice and health, with provincial data highlighting that homelessness supports funding resulting in a 64.3% reduction in jail time, 53.6% decrease in hospital usage, and 50.3% decrease in emergency medical service responses.

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<sup>1</sup> "Everyone Counts 2020-2022 – Findings from the Nationally Coordinated Point-in-Time Counts," Infrastructure Canada February 1, 2024.



**ALBERTA MUNICIPALITIES' COMMENTS:**

This resolution aligns with previous ABmunis advocacy on the need for increased permanent supportive housing to address homelessness. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Darren Kuz  
Interim Chief of Staff, Office of the Mayor & Council  
City of Red Deer  
[darren.kuz@reddeer.ca](mailto:darren.kuz@reddeer.ca)

## B13: Full-Time 24-Hour Home Care Support in Lodges/Supportive Living Accommodations

Moved by: Town of Tofield  
 Seconded by: Town of Vegreville

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**WHEREAS** the service needs for rural Alberta seniors, residing in lodges, requiring enhanced services is increasing and this increases pressures for accessing community supports and amenities;

**WHEREAS** residents within the lodge/supportive living settings could continue to reside within this structure, without the physical and mental impact of relocation, if the minor and temporary needs could be addressed;

**WHEREAS** the requirement for relocation due to inability of accessible care places a significant impact on an individual's quality of life such as loneliness, isolation, dignity, and the other imposed stresses of a forced move;

**WHEREAS** lodges, supportive living, designated supportive living and long-term care have recently shown a vast gap in service(s) despite these facilities having a focus on "life enrichment"; and

**WHEREAS** adding full-time home care services in lodges and supportive living homes would help avoid the requirement for some individuals to relocate to higher levels of care to access unscheduled health care supports, placing further burden on our already taxed healthcare system.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to provide funding for full-time, 24-hour, 7 days a week home care services in lodges and supportive living environments.

### **BACKGROUND:**

The Alberta Government has placed an emphasis and encouragement on seniors to remain in their family home for as long as possible. Therefore, there is a trend showing that seniors are entering lodges and supportive living accommodations later in life.

Further, by entering the supportive living environment at a later stage, this sees a requirement for reassessment of higher care needs as support needs cannot be adequately addressed within the current home care service limitations.

Increased frequency of needs is now placing demand upon; families, firefighters, first aid practitioners, and EMS. These needs are focusing on items such as personal hygiene support, incontinence issues, or medication assistance in the evenings. The inability for access to these services at any given time as required is robbing these people of basic human rights and dignity of life.

By having full time, 24-hours a day, 7 days a week support, the focus is placed on a humanistic approach for our seniors. Further, the demand is then removed for these services from our health care providers and remove detriment from the facilities and disciplines which they represent, such as ambulance services.

Many lodges in rural Alberta are experiencing vacancies. These vacancies are evident in both governmental and non- governmental ran entities. However, even in the non-governmental run facilities, lack of supports and services are creating barriers and roadblocks. Through the provision of enhanced services, residents would be supported and able to remain within lodges and supportive living, which they consider to be their homes. Further, this supports resident choice(s) and eases stressors on an already taxed and burdened health care system, the individual(s), and their support network.

This issue and call to action align with the Alberta Municipalities initiatives and advocacy under the social needs' component of health care, and vulnerable Albertans.

**ALBERTA MUNICIPALITIES' COMMENTS:**

ABmunis does not currently have a position on this specific issue, but the topic generally aligns with ABmunis advocacy on the need for quality seniors' living options. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Debora (Deb) Dueck  
Mayor  
Town of Tofield  
[mayor@tofieldalberta.ca](mailto:mayor@tofieldalberta.ca)

## B14: Attraction and Retention Strategy for Rural Health Care Professionals

Moved by: Town of Hinton  
 Seconded by: Village of Boyle

**WHEREAS** adequate medical services and the professionals required to deliver those services are critical to the safety and well-being of all Albertans;

**WHEREAS** many rural Alberta municipalities<sup>1</sup> find recruiting and retaining health care professionals very difficult;

**WHEREAS** a robust and diverse workforce of health care professionals is needed in Alberta to provide equitable access to appropriate health care services no matter where Albertans live;

**WHEREAS** a cohesive provincial strategy focusing on increasing the number of health care professionals in rural Alberta is critical to ensuring stability and equity in Alberta’s health care system; and

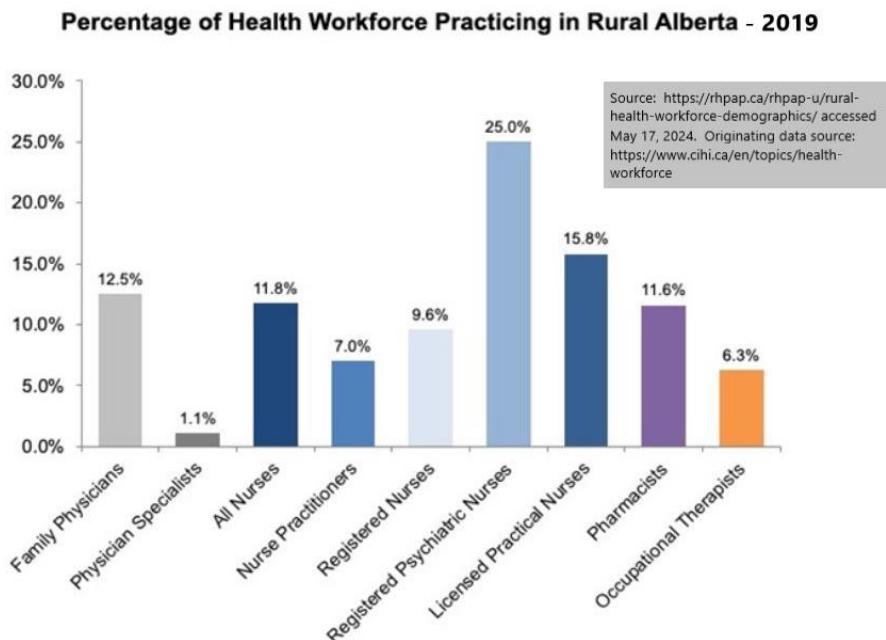
**WHEREAS** health providers across most professional groups are overrepresented in urban areas compared to the proportion of Canadians living in rural areas (which was about 20.5% in 2019), far less than 20% of most health professionals have taken up rural practice.<sup>2</sup>

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to develop a Rural Health Care Professionals Attraction and Retention Strategy that focuses on increasing the total number of health care professionals in rural Alberta.

**BACKGROUND:**

The lack of health care professionals affects all communities in Alberta but is more acute outside of the major urban centres. Per this graph, nearly all health care professions are underrepresented in rural Alberta, leading to staff burn out, dissatisfaction, and premature retirement as well as relocation to better staffed communities.<sup>3</sup>

In response to the shortage of health care professionals, community-driven attraction and retention initiatives are becoming increasingly common in rural Alberta. Leaders at the municipal, business, and community level recognize that health care services



<sup>1</sup> E.g., communities under 10,000 population. [Rural Health Services Review Final Report \(alberta.ca\)](https://www.alberta.ca/rural-health-services-review-final-report), Rural Health Services Review Committee, March 2015 the Government of Alberta. Accessed May 17, 2024.

<sup>2</sup> [Health Workforce Demographics - Rural Health Professions Action Plan \(rhpap.ca\)](https://rhpap.ca/). Accessed May 17, 2024.

<sup>3</sup> [Rural Health Services Review Final Report \(alberta.ca\)](https://www.alberta.ca/rural-health-services-review-final-report), p. 1, Rural Health Services Review Committee, March 2015. Government of Alberta.

are crucial for community sustainability and where health services are not available, growth is unlikely and out-migration of taxpayers, investors, workers, and service providers is inevitable. To avoid a continuously dwindling economy, municipalities are forced to act; and this represents another case of downloading of provincial responsibility onto municipalities left with little choice but to undertake property tax-funded initiatives to try and avoid consequential health care staff shortages and resulting reduction in medical services in their community.

Despite all recruitment efforts, there were still 270 medical service disruption notices issued by Alberta Health Services in 2023. This is empirical evidence that even where health facilities are established, staff to operate them are lacking and the facilities cannot serve Albertans. Local efforts to attract and retain service providers may address immediate community concerns, if successful, but fall short in tackling the broader challenge of addressing the overall scarcity of frontline professionals in a complex and interconnected industry.

Current demographic trends in Alberta will place additional stress on our health care system in our lifetimes unless deliberate action is taken; the following data largely taken from the [Population Projections - Alberta and Census Divisions, 2023–2051](#) noted below, are grim:

1. Alberta leads Canada with a 4.40% year-over-year population growth rate (2022/2023)<sup>1</sup> and is expected to reach 7.1 million people by 2051.
2. By 2051, Alberta's population is expected to reach an average age of 41.6 years, up from 39.0 years today.
3. Life expectancy is anticipated to increase by 4.7 years for females and 6.2 years for males by 2051.
4. The 'baby boom cohort' (people born between 1946 and 1965) will significantly impact the aging rate. By 2031, the number of Albertans aged 65 years and older is expected to make up a larger share of the population than the number of children aged 0 to 14.
5. The over-65 age demographic represents approximately 15% of the population and is expected to increase to 20% by 2051.<sup>2</sup>

#### ALBERTA MUNICIPALITIES' COMMENTS:

The Government of Alberta released a [Health Workforce Strategy](#) in 2023, which includes Objective 2.2 to “attract and recruit health care workers to rural, remote, and underserved areas”. If this resolution is passed, ABmunis would look to work with the Government of Alberta and related stakeholders to understand the gap between the current and targeted number of healthcare professionals in rural areas, the targeted timelines, and level of investment to support attraction of healthcare professionals to rural areas. At that point, ABmunis' Board would determine an appropriate advocacy strategy with support from ABmunis' Small Communities Committee and Safe and Healthy Communities Committee.

#### RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Nicholas Nissen  
Mayor  
Town of Hinton  
[mayornicholasnissen@hinton.ca](mailto:mayornicholasnissen@hinton.ca)

Jordan Panasiuk  
Chief Administrative Officer  
Town of Hinton  
[jpanasiuk@hinton.ca](mailto:jpanasiuk@hinton.ca)

<sup>1</sup> [Annual Demographic Estimates: Canada, Provinces and Territories \(statcan.gc.ca\)](#) Accessed May 17, 2024.

<sup>2</sup> Population Projections Alberta and Census Divisions, 2023 – 2051 [Population Projections - Alberta and Census Divisions, 2023–2051](#) Accessed May 17, 2024.

## B15: Creation of a Wildfire Prevention Committee

Moved by:           Town of Hinton  
 Seconded by:       Town of Coronation

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**WHEREAS** Alberta Forestry and Parks is the principal agency responsible for wildfire management in the Forest Protection Area (FPA), and municipalities are responsible for fire prevention and protection within their boundaries;

**WHEREAS** municipalities are responsible for the management of wildfires as per Section 7(1) of the Forest and Prairie Protection Act, including all financial costs of suppression within their boundaries;

**WHEREAS** wildfire seasons are growing increasingly longer and more intense, placing a significant strain on provincial and municipal wildfire resources;

**WHEREAS** wildfire prevention strategies are a resource-intensive activity that requires resources, expertise, and funding to effectively prepare for and mitigate the effects of wildfires;

**WHEREAS** there are no Provincial initiatives which allow wildfire fire affected communities and industry to discuss practical and operational issues with Provincial wildfire authorities on a regular basis; and

**WHEREAS** it is in the best interest of all Albertans to ensure that municipalities are provided the resources and expertise to be proactive and resilient to the effects of wildfires.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta to establish a “Wildfire Prevention Committee” consisting of industry, municipal and provincial subject matter experts, elected officials, and senior municipal administrators.

### **BACKGROUND:**

Alberta’s wildland fire seasons are worsening, posing significant challenges to municipalities within and beyond the Forest Protection Area (FPA). Wildfires are starting earlier, lasting longer, and impacting larger areas of Alberta than ever before. This increase in wildfire activity places a substantial strain on municipal fire and emergency management resources.

In response to these challenges, the Alberta Fire Chiefs Association passed resolution 2023-04 aiming to collaboratively develop a long-term strategy for managing large wildland fires. This resolution underscores the need for coordinated efforts among government ministries, Alberta Municipalities, the Rural Municipalities of Alberta, and municipalities to address the escalating threats posed by wildfires.

As wildfire seasons across Alberta grow in length and intensity, they not only endanger lives and property but also place a significant drain on municipal resources and budgets. It is imperative to take proactive measures to ensure Alberta’s municipalities are well-prepared and well-equipped to protect Albertans from the increasing threat of wildfires.

The establishment of a Wildfire Prevention Committee could serve to:

1. Inform and advise the Government of Alberta on municipal priorities.
2. Enhance communication between municipalities and Provincial agencies.
3. Encourage a proactive and collaborative approach to protecting Alberta communities from the effects of wildfires.
4. Promote advocacy and stakeholder engagement related to wildfire mitigation measures.

Through these collaborative efforts, the Provincial government and municipalities can align resources, expertise, and knowledge to enhance the resiliency and readiness of Alberta communities from the growing threat of wildfires.

**ALBERTA MUNICIPALITIES' COMMENTS:**

ABmunis is currently participating on the Rural Municipalities of Alberta's recent Wildfire Working Group, which involves municipalities, the Alberta Fire Chiefs Association, the Government of Alberta, and the Alberta Forest Products Association and guest speakers. The purpose of the Working Group is to improve wildfire response in Alberta; however, the Working Group is scheduled to complete its work by fall 2024.

The Ministry of Forestry and Parks is also currently developing a Wildfire Mitigation Strategy to align with the federal government's Wildland Fire Strategy. Opportunities to participate in Alberta Forestry and Parks' review have been shared with ABmunis' members via our newsletter. The Office of the Fire Commissioner is also reviewing its mandate. Several engagement sessions have been held virtually and in person around the province. ABmunis emailed members directly about these sessions. This review is looking at the role and mandate of the Office of the Fire Commissioner, training standards, firefighter recognition and management of wildland fires outside of the Forest Protection Area.

If approved, this resolution will be forwarded to the Government of Alberta for response and further advocacy recommended to ABmunis' Board by the Infrastructure Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Nicholas Nissen  
Mayor  
Town of Hinton  
[mayornicholasnissen@hinton.ca](mailto:mayornicholasnissen@hinton.ca)

Jordan Panasiuk  
Chief Administrative Officer  
Town of Hinton  
[jpanasiuk@hinton.ca](mailto:jpanasiuk@hinton.ca)

## B16: Culture, Recreation, and Sport Facility Infrastructure Deficit Report Card

Moved by: Town of Innisfail  
 Seconded by: City of Red Deer

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**WHEREAS** culture, recreation, and sport enhance personal health and wellness, increase quality of life through physical activity and mental health, and play an important role in social connection and inclusion;

**WHEREAS** all Albertans should have the opportunity to access safe culture, recreation, and sport facilities that contribute to healthy citizens, community economic development, sport tourism, job creation and sustainability of the social fabric of communities;

**WHEREAS** Alberta's municipalities are ineligible to access the provincial government's Active Communities Initiative which allocates \$30 million over three years for community groups, non-profit organizations and societies, First Nations, and Metis Settlements to renew, expand, and/or build small to medium sized public-use community sport and recreation facilities;

**WHEREAS** the province is expecting and encouraging continued population growth and municipal governments are primarily responsible for culture, recreation, and sport facilities in Alberta, yet the provincial government is reducing its funding support for municipal owned and operated facilities;

**WHEREAS** a provincial inventory of culture, sport, and recreation facilities that recognizes the physical deterioration of existing infrastructure in municipalities does not exist; and

**WHEREAS** a culture, recreation, and sport facility infrastructure deficit report card would reinforce the need for strategic and evidence-based decisions, and adequate funding is allocated towards infrastructure investments in municipal owned and operated facilities across Alberta.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta to fund Alberta Municipalities or a third-party organization to develop and maintain a database that provides an inventory of all culture, sport, and recreation facilities in Alberta and that the Government of Alberta use that inventory database to benchmark and make strategic and evidence-based decisions on investments in culture, sport, and recreation infrastructure.

### BACKGROUND:

A strong provincial economy requires healthy and complete communities, and culture, recreation, and sport are critical community infrastructure that is essential to all Albertans. The Canadian Infrastructure Report Card (2019) indicates that 30-35% of culture, recreation, and sport facilities are in fair or worse condition.<sup>1</sup> Most publicly owned recreation infrastructures were built between the mid 1950's and early 1990's and are nearing their useful life.

The Government of Alberta (GoA) recently announced the Active Communities Initiative which is an allocation of \$30 million for community groups, non-profit organizations and societies, First Nations, and Metis Settlements to renew, expand, and/or build small to medium sized public-use community sport and recreation facilities. The grant program is intended for small and mid-sized sport and recreational facility projects<sup>2</sup> and municipalities are considered ineligible.

<sup>1</sup> (2024, May 5). Retrieved from Canadian Infrastructure Report Card 2019:

<http://canadianinfrastructure.ca/downloads/canadian-infrastructure-report-card-2019.pdf>

<sup>2</sup> Government of Alberta. (2024, May 3). Retrieved from Building Active Spaces and Brighter Futures:

<https://www.alberta.ca/release.cfm?xID=902887A915EF0-BF58-A6D7-35BC294F5758FF3A>



Access by municipalities for culture, recreation, and sport funding is becoming scarce. The Community Facility Enhancement Program (CFEP) and the Community Initiatives Program (CIP) once were accessible for municipalities to assist with the renewal, expansion, or building of public-use community facilities and are no longer. Although it is appreciated that funding is available to community partner organizations, most community facilities are managed directly by municipalities.

The provincial government quickly responds to municipal inquiries of recreation infrastructure funding programs to utilize the Local Government Fiscal Framework (LGFF) Capital funding. Alberta's municipalities know that is not possible as the provincial government's spending on local infrastructure has dropped from 3.7% of total spending a decade ago to 1% today. This means that there is less investment of \$1.3 billion in community infrastructure funding<sup>1</sup> and Alberta's municipalities are facing an estimated \$30 billion deficit that will worsen without government support<sup>2</sup>.

The culture, sport, and recreation infrastructure deficit is not the only challenge. The provincial government has launched Phase 3 of its "Alberta is Calling" campaign which will be the province's largest annual increase in the province's history with an average of 550 people moving to Alberta every day<sup>3</sup>. Alberta's annual population growth projection is expected to be 2.5% (2022-2025) with 4.5 million population in 2022 to 7.1 million in 2051. The population is expected to become increasingly diverse as immigration will account for 55% of the expected population growth over this period<sup>4</sup>. Municipalities are facing increasing pressure to accommodate the province's growth and maintaining the current infrastructure while planning the addition of new subdivisions and community facilities.

#### **ALBERTA MUNICIPALITIES' COMMENTS:**

ABmunis has encouraged municipalities to incorporate asset management practices to support the effective operation, maintenance and renewal of municipally owned infrastructure. A provincial database of recreation infrastructure would support this practice. If passed, this resolution will be forwarded to the Government of Alberta for a response. Further advocacy would be recommended to ABmunis' Board by the Infrastructure Committee within the context of related priorities and positions. If the Government of Alberta is supportive of funding the initiative, ABmunis would work with the Government of Alberta to determine if ABmunis or another third-party organization are best positioned to develop and maintain the database.

#### **RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Todd Becker  
Chief Administrative Officer  
Town of Innisfail  
[Todd.Becker@innisfail.ca](mailto:Todd.Becker@innisfail.ca)

<sup>1</sup> Alberta Municipalities. (2024, May 5). *Let's Talk About Infrastructure*. Retrieved from Alberta Municipalities: <https://www.abmunis.ca/system/files/2023-09/ABmunis%20Background%20Funding%20of%20Local%20Infrastructure.pdf>

<sup>2</sup> Alberta Municipalities. (2024, May 5). *Local Government Fiscal Framework*. Retrieved from Alberta Municipalities: <https://www.abmunis.ca/advocacy-resources/infrastructure/local-government-fiscal-framework-lgff>

<sup>3</sup> Gibson, C. (2024, May 9). *3rd Phase of Alberta is Calling is underway, but is province moving too fast?* Retrieved from GlobAL News: <https://globalnews.ca/news/10484561/alberta-is-calling-phase-3-movingbonus/#:~:text=Phase%203%20of%20the%20Alberta.help%20build%20housing%20and%20infrastructure.>

<sup>4</sup> Government of Alberta. (2024, May 3). Retrieved from Building Active Spaces and Brighter Futures: <https://www.alberta.ca/release.cfm?xID=902887A915EF0-BF58-A6D7-35BC294F5758FF3A>

## B17: Federal Funding for Compressed Natural Gas and Clean Diesel Buses

Moved by: City of Red Deer  
 Seconded by: Town of Innisfail

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**WHEREAS** with the announcement of the Zero Emission Transit Fund, beginning in 2022 the Government of Canada's funding program for municipal transit has been changed to only allow eligible purchases of hydrogen and electric buses;

**WHEREAS** hydrogen and electric bus manufacturers do not have the capacity to meet the demand of municipal fleet replacement with confirmed delivery times exceeding two years from date of purchase;

**WHEREAS** the impacts on the electrical grid and costs of upgrading building infrastructure to support new electrical demand are unknown;

**WHEREAS** significant technological advancements have made compressed natural gas (CNG) and clean diesel environmentally friendly solutions;

**WHEREAS** restrictions on municipal access to buses would decrease the service level of transit that municipalities offer, reducing the access for many residents to employment and community; and

**WHEREAS** restrictions on municipal access to buses would lead to an increase in personal vehicles on the road, increasing the level of emissions.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta to work with the Government of Canada to return to a federal funding program that accepts purchases of compressed natural gas and clean diesel buses until 2035, which will allow municipalities to transition their fleets in an efficient and realistic manner.

### **BACKGROUND:**

Many municipalities who provide public transit have taken advantage of previous programs such as the Green Transit Incentives Program (GreenTRIP) and the Public Transit Infrastructure Fund Program (PTIF) in past years to replace diesel-based transit fleets with greener options. Significant investments were also made to construct, and service specialized fueling stations.

Transitioning to zero emission transit is a laudable goal. However, the timetable is too short for municipalities to transition without significant challenges that will be borne by their residents and taxpayers.

The current electric and hydrogen bus procurement process makes it difficult for smaller and mid-sized municipalities to fill their orders and receive buses. They are competing with major urban centres across North America. Current delivery times are beyond two years and puts fleet replacement at risk.

Additional fleets would be required to maintain service levels at current schedules, as municipalities would require two electric buses to every CNG bus. Due to the requirement of charging times throughout the day, buses would have to come off their regular service just to charge, requiring a backup bus to cover the service.

CNG and clean diesel burn significantly cleaner than previously used fuel sources. While they are not zero emission, they still significantly reduce emissions when compared to previous diesel options. Additionally, CNG and clean diesel buses cost significantly less than electric or hydrogen buses. Currently, CNG buses can be purchased for approximately \$850,000, whereas electric buses cost approximately \$1,800,000 to \$2,000,000 and hydrogen

buses cost approximately \$1,500,000 to \$1,700,000.

The environmental impact of transit is well established. Reducing the number of available buses has several major impacts on municipalities. First, it forces even more difficult choices between service levels and taxpayer supported costs. The reality is that fewer people will be able to access public transit if transitional funding of CNG and clean diesel buses is not restored. In addition, the environmental effects would be a net negative, as more people will be driving personal vehicles in municipalities who cannot afford electric buses.

The Government of Canada has committed to net-zero emissions from fossil fuels by 2035. Electric and hydrogen buses are a part of reaching that target. However, the public good provided through public transit is at risk of being diminished by moving too fast. A target of 2035 to transition public transit fleets is a more reasonable approach that can still achieve the desired outcomes without unduly burdening taxpayers.

**ALBERTA MUNICIPALITIES' COMMENTS:**

ABmunis has advocated for funding for public transit funding in the past but has not had a position on what types and energy sources should be eligible for a public transit funding. If approved, this resolution will be forwarded to the Government of Alberta for response and further advocacy recommended to ABmunis' Board by the Infrastructure Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Darren Kuz  
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City of Red Deer  
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## B18: Provincial Support for Watershed Management

Moved by: City of St. Albert  
 Seconded by: Town of Gibbons

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**WHEREAS** the goals and objectives of watershed management plans under the Water for Life Strategy include a safe, secure drinking water supply, healthy aquatic ecosystems, reliable quality water supplies for a sustainable economy, flood and drought preparation, and overall watershed ecological health;

**WHEREAS** the Government of Alberta promotes the management of water to achieve these goals through the Wetland Policy, the Water Act and the Environmental Protection and Enhancement Act;

**WHEREAS** achieving these goals requires an understanding of, and responses to, diverse impacts from agriculture and livestock, road salt usage, vegetation clearing, development pressures, irrigation, septic concerns, and shoreline modifications;

**WHEREAS** municipalities develop and apply watershed management recommendations into their municipal planning documents and operations to achieve these goals, partially to address provincial regulatory, planning, enforcement, monitoring, and reporting gaps, especially for municipalities not directly situated on major rivers such as the North and South Saskatchewan Rivers;

**WHEREAS** there is a lack of provincial resources for municipalities to achieve the goals of the Water for Life Strategy without municipally funded services and operations such as water quality monitoring, watershed ecological health assessments, and biodiversity assessments; and

**WHEREAS** Alberta is currently experiencing drought conditions, with the Province initiating water-sharing negotiations and establishing a new drought advisory committee, necessitating increased attention to watershed and cumulative effects management.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta to direct resources to bolster the application of the Water Act and the Environmental Protection and Enhancement Act through increased enforcement, data collection and information sharing with municipalities, and biodiversity assessments for municipalities located on smaller rivers and sub-watersheds – including but not limited to engagement with municipalities on Water Act permit approvals to enable alignment with municipal statutory plans – to achieve the goals of the Water for Life Strategy.

### **BACKGROUND:**

The City of St. Albert, along with over a dozen other municipalities and First Nations, are all members of the Sturgeon River Watershed Alliance (SRWA) – a municipally-supported watershed stewardship group established for the Sturgeon River Watershed, which works in partnership with the North Saskatchewan Watershed Alliance (NSWA). The SRWA focuses on watershed planning to inform and align municipal policies and planning, ensure access to safe drinking water, promote healthy aquatic ecosystems, and enable a reliable, quality water supply for the economy – objectives that align directly with the Provincial Water for Life Strategy.

As the Sturgeon River is a precipitation-fed river, the use of the surrounding land has an increased impact on the quality and quantity of water in the watershed when compared to glacier-fed rivers like the North Saskatchewan and Bow Rivers. Whereas greater resources such as access to data on water quality, impact assessments, and enforcement of Water Act regulations is available to municipalities situated on major glacier-fed rivers, municipalities situated on smaller tributary rivers often do not have access to the same resources.

The priority issues in the Sturgeon River Watershed are:

- Poor water quality due to excess nutrient and sediment inputs;

- Low water levels in late Summer and Fall in rivers, creeks and lakes;
- Impacts from extensive agriculture and rapid urbanization; and
- Loss of wetlands, riparian areas and other environmentally sensitive areas.

Precipitation-fed rivers have increased risk of being affected by extreme weather events and climate change, due to the lack of glacial fed headwaters; they have lower resiliency to drought and are prone to flooding in high precipitation weather events. While they are often not a source of drinking water, they can be used to attenuate waste, support a healthy aquatic ecosystem, and are tributaries to larger glacier-fed rivers like the North Saskatchewan River – the health of such tributary rivers directly impacts the state of the major rivers into which they eventually discharge.

Furthermore, the permitted and unpermitted loss of wetlands has resulted in low ecological resiliency, with major impacts to ecosystems and economies related to highly fluctuating water levels. Oftentimes, Water Act approvals that affect wetlands are granted without significant municipal consultations, resulting in conflicts with municipal statutory plans that guide the management of wetlands and watersheds within their boundaries.

These issues are not being adequately addressed through provincial resources and oversight. Municipalities situated on smaller rivers must make decisions based on incomplete or missing data critical to making informed decisions – data that may otherwise be available to municipalities situated on larger, glacier-fed rivers. As a result of this gap, sources of pollution are often not quantified or monitored, and can impact surface and groundwater quality of sub-watersheds, and by extension, major glacier-fed rivers to which they are tributaries.

Assuming the work of ecological monitoring to address the gap in provincial resources, oversight and enforcement is expensive and requires specialized knowledge and expertise to complete tasks such as water quality testing and biodiversity assessments – such costs can be prohibitive for smaller municipalities. Furthermore, Water Act approvals are often granted to private landowners without determining the impacts of such decisions on the municipality, their statutory plans, or their water management issues and priorities.

Through allocating more resources to the application and enforcement of provincial water policies and legislation for tributary rivers and sub-watersheds, and through engagement with municipalities on Water Act approvals, the Government of Alberta can provide the tools required to ensure the objectives of the Water for Life Strategy can be adequately met at every source and tributary of Alberta's water supply.

#### **ALBERTA MUNICIPALITIES' COMMENTS:**

ABmunis is an active member of the Alberta Water Council, participating on several sub-committees. ABmunis is also currently looking at updating a water conservation, efficiency and productivity plan for members to reduce their per capita daily consumption of water. If this resolution is passed, it would be forwarded to the Government of Alberta for response. Further advocacy would be recommended to the ABmunis' Board by the Environment and Sustainability Committee within the context of related priorities and positions

#### **RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Monty Killoh  
Advisor  
Government Relations  
City of St. Albert  
[mkilloh@stalbert.ca](mailto:mkilloh@stalbert.ca)

Trevor Duley  
Senior Manager  
Government/Indigenous Relations & Environment  
City of St. Albert  
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## B19: Goldfish Infestation and Emergency Approval of Powder-Form Rotenone Pesticide

Moved by: Town of Sylvan Lake  
 Seconded by: Town of Bentley

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**WHEREAS** goldfish, an invasive aquatic species, are continuously infesting stormwater ponds, posing a serious risk to the ecosystem;

**WHEREAS** the only approved pesticide in Canada, liquid Rotenone, is no longer being manufactured due to a manufacturing plant closure;

**WHEREAS** affected municipalities have made great efforts to resolve the issue, including obtaining the necessary provincial authorization to remove the aquatic invasive species manually;

**WHEREAS** the exploration of alternative methods, such as electrofishing, dewatering, and dredging, have been used in the absence of liquid Rotenone; and

**WHEREAS** goldfish continue to infest stormwater ponds, despite using alternative methods, demonstrating how persistent the problem is for affected municipalities.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta for emergency approval of the dry form Rotenone to address the goldfish, an invasive aquatic species, infestation in stormwater pond systems.

### **BACKGROUND:**

An extensive goldfish infestation in Alberta's stormwater ponds requires quick intervention to lessen the environmental harm to waterways and ecosystems.

The lack of liquid Rotenone has made it difficult to manage the aquatic invasive species successfully, even with attempts to address the problem using existing strategies, including physical removal, pond dewatering, and electrofishing. Emergency licensing of dry-form rotenone is required to assist in the prompt and effective management of the goldfish population and reduce the risk of ecological harm.

To mitigate the environmental risk posed to the lake by the aquatic invasive species in the surrounding stormwater ponds, it is imperative for the province to allow the emergency approval of dry-form Rotenone; this approval would not only facilitate an effective tool to control the goldfish population found in the stormwater ponds but also prevent further ecological damaging by providing an urgently needed solution to address the infestations.

By working collaboratively with relevant stakeholders, including municipalities, the Government of Alberta can address this pressing environmental concern and safeguard the integrity of Alberta's natural resources.

### **ALBERTA MUNICIPALITIES' COMMENTS:**

ABmunis does not currently have a position on this specific issue; however, this resolution aligns with past advocacy on aquatic invasive species. If this resolution is passed, it would be forwarded to the Government of Alberta for response. Further advocacy would be recommended to the ABmunis' Board by the Environment and Sustainability Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Megan Hanson  
Mayor  
Town of Sylvan Lake  
[mhanson@sylvanlake.ca](mailto:mhanson@sylvanlake.ca)

Sean Durkin  
Chief Administrative Officer  
Town of Sylvan Lake  
[sdurkin@sylvanlake.ca](mailto:sdurkin@sylvanlake.ca)

# 2024 RESOLUTIONS

## Category C – Other Issues of Potential Interest to Municipalities



## C1: Financial Disclosure of Asset Retirement Obligations

Moved by:           Town of Coronation  
 Seconded by:       Town of Hinton

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**WHEREAS** the addition of accounting standard PS 3280, Asset Retirement Obligations (ARO), increases the transparency of a municipality's environmental liabilities through a municipality's audited financial statements;

**WHEREAS** the new ARO accounting standard requires municipalities and regional service commissions to report the estimated cost to retire, decommission, remediate, or monitor specific tangible capital assets that present an environmental liability at the end of its useful life;

**WHEREAS** many municipalities, particularly smaller municipalities, lack the administrative capacity to efficiently and accurately assess the estimated cost to retire their relevant tangible capital assets when those assets are deemed to no longer be needed to serve the community; and

**WHEREAS** municipalities facing the need for abatement assessments lack adequate financial support to comply with these requirements.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta for financial support and tools to support municipalities to comply with PS 3280 in the most cost-efficient manner possible.

### **BACKGROUND:**

In 2018, the Public Sector Accounting Board (PSAB) approved standard PS 3280, Asset Retirement Obligations, with it coming into force for all municipal financial statements for the year ending in 2023. With the implementation of PS 3280, public sector bodies, including municipalities, need to report in their financial statements the estimated cost to retire, decommission, remediate, or monitor specific tangible capital assets once they reach their end of life. Common examples include:

- Buildings with asbestos
- Closure of landfills
- Closure of wastewater treatment facilities

The issuance of detailed guidelines by the province for this process, along with the consideration of best practices to protect municipalities from lawsuits and legal costs associated with such disclosures, would be advantageous.

Some municipalities might struggle to effectively evaluate their environmental liability, which would require hiring consultants to do the work for them. This is a cost that many smaller municipalities cannot afford.

Support from the Government of Alberta would significantly contribute to the stability and sustainability of municipalities across Alberta, enabling them to fulfill their responsibilities under the MGA while protecting them from undue financial and legal risks associated with the capital assets that carry an environmental or health risk.

### **ALBERTA MUNICIPALITIES' COMMENTS:**

ABmunis does not currently have a position on this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Municipal Governance Committee within the context of other priorities.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Quinton Wintfley  
Chief Administrative Officer  
Town of Coronation  
[quintonf@coronation.ca](mailto:quintonf@coronation.ca)

Matthew Peacock  
Mayor  
Town of Coronation  
[matthewp@town.coronation.ab.ca](mailto:matthewp@town.coronation.ab.ca)

## C2: Extending Municipal Voting Rights to Permanent Residents

Moved by: City of Calgary  
 Seconded by: Town of Penhold

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**WHEREAS** our responsibility as municipalities extends to all who people who call our communities' home;

**WHEREAS** permanent residents are community members who have demonstrated a commitment to our communities and, like citizens, contribute to civic life, have chosen to work here, raise families here, pay taxes here, and who use and support municipal services; however, permanent residents do not have the democratic right to vote in their local municipality;

**WHEREAS** the right to vote in federal elections is enshrined in the Canadian Charter of Rights and Freedoms for those with Canadian citizenship, the right to vote provincially is defined in Alberta's Election Act, and the right to vote in municipal elections is defined in Alberta's Local Authorities Election Act;

**WHEREAS** all orders of government make decisions that directly impact the daily lives of all residents, regardless of their citizenship status; and

**WHEREAS** municipal governments have a unique legislative opportunity to honour the contributions of Permanent Residents – who are long-term constituents, neighbours, and community members who pay property taxes and fees for municipal services, contribute to our local economy by working and purchasing goods and services, and create vibrancy in areas of social and cultural life – by extending them a democratic voice in local governments.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to amend the Local Authorities Election Act to expand voter eligibility to include individuals who have been granted Canadian permanent resident status.

### **BACKGROUND:**

#### Definition of a Permanent Resident:

A permanent resident is a person who has legally immigrated to Canada and has been granted the status of a permanent resident but is not a Canadian citizen. Permanent residents can live, work, or study anywhere in Canada, and access most social and health benefits. Permanent residents must also pay all taxes in Canada and respect all Canadian laws. Permanent residents may be in the process of applying for Canadian citizenship, which takes a minimum of 4-5 years after immigrating to Canada.

#### National Context:

The term franchise, or enfranchisement, denotes the right to vote in elections for members of Parliament, provincial legislatures and municipal councils. As municipalities exist as a result of Provincial legislation, the opportunity exists to afford municipal voting rights to Citizens and Permanent Residents alike through an act of the Alberta Provincial Government amending the Local Authorities Election Act.

Canada has a history of expanding voting rights as our values evolve. Consider that dating back to the colonial period, restrictions once effectively limited the right to vote to male property holders. Since then, voting qualifications and voter eligibility have expanded, removing the restrictions on women, First Nations, Inuit, and Asian Canadians' right to vote, and eventually affirming the right of every Citizen to vote.

The expansion of voter eligibility reflects Canada's evolving social values and a more reflective understanding of what it means to contribute to Canadian society. Currently, New Brunswick is drafting legislation to be the first province in Canada to give permanent residents the right to vote in local elections after bipartisan legislation recognized permanent residents as significant members of the community deserving of enfranchisement in local

elections.<sup>1</sup> In addition, Toronto City Council<sup>2</sup> and Vancouver City Council<sup>3</sup> have passed motions calling on their respective provincial governments to enable permanent residents the right to vote locally.

#### International Context:

On an international level, permanent residents, or their equivalent, have the right to vote in local elections in over 45 nations around the world under various circumstances including, but not limited to:

- U.S.A. (in various states)
- United Kingdom (including Wales and Scotland)
- Ireland
- Germany
- Belgium
- Greece
- New Zealand
- Switzerland
- Denmark
- Finland
- Belize
- Austria
- Netherlands
- Israel
- Australia
- And more...

#### Alignment with Alberta Municipalities' Strategic Initiatives

The expansion of democratic participation to permanent residents aligns with several strategic initiatives such as:

- Fostering a Culture of Respect
- Welcoming and Inclusive Communities
- Local Authorities Election Act

Granting permanent residents the right to vote provides several benefits across the above strategic initiatives of Alberta Municipalities. The right to vote democratically further enshrines the mutual respect we have for immigrants in our communities. Civic participation fosters a sense of ownership and responsibility amongst community, strengthens social cohesion, and ensures that governments are responsive to the needs and aspirations of the people they represent.<sup>4</sup> By ensuring our community members are represented in local elections, we can create stronger communities.

The provincial government has made changes to the Local Authorities Election Act (LAEA) with, and without, the advocacy of Alberta Municipalities. This would be an opportunity to make an amendment to the LAEA that will greatly strengthen our communities and ensure our democracy is reflective of the communities we serve.

#### Other Considerations:

In Alberta, our elected leaders at the provincial level must win the nomination of their party's constituency association for the riding wherein they seek the nomination. To win the nomination in a riding, a candidate must receive a majority vote of eligible party members in that riding. The eligibility for party membership varies, but for example, the United Conservative Party will allow membership to<sup>5</sup>:

1. Residents of Alberta
2. People aged 14 and above
3. Citizens and Permanent Residents of Canada
4. Have paid the fee

When considering the democratic process is heavily influenced by the candidates who run for leadership, it is relevant information that permanent residents are able to vote for the leader of a party and vote for candidates to secure their nominations. By proxy, permanent residents can contribute to the selection of the Premier of Alberta and their local MLAs but are unable to vote for their local elected officials.

<sup>1</sup> [Extending vote to N.B. permanent residents won't happen by fall: province - New Brunswick | Globalnews.ca](#)

<sup>2</sup> [Council votes in favour of electoral reform measures | CBC News](#)

<sup>3</sup> [The City of Vancouver just moved to let permanent residents vote in civic elections - BC | Globalnews.ca](#)

<sup>4</sup> [Why Civic Engagement Matters in Democracy? - Modern Diplomacy](#)

<sup>5</sup> [Membership – The United Conservative Party](#)

Permanent Residents are now eligible to become Police Officers.<sup>1</sup>

- Recently, the Alberta Advantage Immigration Program announced new eligibility to allow Permanent Residents eligibility for recruitment into Police Services, including sworn officers and civilian positions.
- This change allows Police Services to recruit international officers into the service.

Permanent Residents are now eligible to join the Canadian Forces.<sup>2</sup>

- Since 2022, in response to the growing need for stability in the Canadian Armed Forces, the ban on permanent residents enrolling in the Canadian Armed Forces was lifted.
- Permanent residents are now eligible to join the Canadian Armed Forces to alleviate what was viewed as a critical shortfall in personnel.

**ALBERTA MUNICIPALITIES' COMMENTS:**

This issue relates to ABmunis work to support municipalities to create [welcoming and inclusive communities](#), and ABmunis' principles that local elections should be inclusive and locally focused; however, ABmunis does not currently have a position on whether permanent residents should be eligible to vote in municipal elections. If this resolution is passed, it would be forwarded to the Government of Alberta for response. Further advocacy would be recommended to ABmunis' Board by the Municipal Governance Committee within the context of related priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Courtney Walcott  
Councillor  
City of Calgary  
[Courtney.Walcott@calgary.ca](mailto:Courtney.Walcott@calgary.ca)

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<sup>1</sup> [Attracting skilled workers to protect communities | alberta.ca](#)

<sup>2</sup> [Minister of National Defence announces that permanent residents are welcome to apply now to join the Canadian Armed Forces - Canada.ca](#)

## C3: Fires on Frozen Lakes

Moved by: Town of Sylvan Lake  
 Seconded by: Summer Village of Jarvis Bay

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**WHEREAS** fires directly lit on the surface of frozen lakes results in significant environmental damage due to the debris left behind, including materials such as garbage, tires, and pallets containing nails;

**WHEREAS** the debris from fires directly lit on the surface of frozen lakes poses a threat to the ecosystem of Alberta lakes and surrounding areas, particularly upon melting, when it enters the lake and contributes to environmental pollution;

**WHEREAS** the current regulatory framework lacks specific provisions to regulate fires directly lit on frozen lakes, necessitating the development of a new regulation to address this emerging environmental challenge;

**WHEREAS** there is an urgent need for a regulation to address this issue and prevent further harm to the environment; and

**WHEREAS** collaborative efforts between municipalities, the provincial government, and other stakeholders have proven effective in addressing environmental concerns in the past.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta to develop, implement, and enforce, a regulation that mandates fires be contained within raised containers to mitigate the risk of debris contamination and to prevent environmental damage caused by fires directly lit on the surface of frozen lakes.

### **BACKGROUND:**

The practice of burning fires directly on the surface of frozen lakes, as observed in Sylvan Lake and surrounding areas, has raised concerns due to the environmental damage caused by the debris left behind. The debris often contains harmful materials such as nails, garbage, and tires, posing a significant risk to the ecosystem upon melting. While efforts have been made to address this issue through existing channels, such as 310-PARKS, the current system has proven ineffective in resolving the problem.

To mitigate the environmental impact of fires on frozen lakes, it is imperative to develop a regulation mandating fires be contained and removed when the user concludes their time on the lake. This regulation would not only prevent debris contamination, but also facilitate effective enforcement measures to ensure compliance.

By working collaboratively with relevant stakeholders, including municipalities, the Government of Alberta can address this pressing environmental concern and safeguard the integrity of Alberta's natural resources.

### **ALBERTA MUNICIPALITIES' COMMENTS:**

ABmunis does not currently have a position on this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Environment and Sustainability Committee within the context of other priorities and positions.

### **RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Megan Hanson  
 Mayor  
 Town of Sylvan Lake  
[mhanson@sylvanlake.ca](mailto:mhanson@sylvanlake.ca)

Sean Durkin  
 Chief Administrative Officer  
 Town of Sylvan Lake  
[sdurkin@sylvanlake.ca](mailto:sdurkin@sylvanlake.ca)

## C4: Increase Capital Funding for Accessible Playgrounds for All New, Replacement or Renovated Alberta Public Schools with K-6 Programming

Moved by: City of Spruce Grove

Seconded by: Village of Amisk

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**WHEREAS** the Government of Alberta announced in June 2020 that any new school with K-6 programming will have funding for a playground included in their capital budgets;

**WHEREAS** the Government of Alberta provides grant funding of up to \$250,000 per school to support the construction of a playground for new or replacement schools; school communities that wish to exceed \$250,000 can use fundraising to supplement the project;

**WHEREAS** significant fundraising is often required above the Government of Alberta grant funding with schools<sup>1</sup> reaching out to municipalities for additional funding due to insufficient provincial funding for accessible playgrounds;

**WHEREAS** accessible playgrounds are built to accommodate children of all abilities enabling youth with or without disabilities, their parents, and caregivers to fully participate in all aspects of the playground;

**WHEREAS** accessible playgrounds require additional funding, above what non-accessible playgrounds cost;

**WHEREAS** many municipal governments are working towards increasing accessibility in their communities through various measures such as accessibility policies and accessible playground standards for developers;

**WHEREAS** there is no mechanism that mandates accessible school playgrounds; and

**WHEREAS** school play time and playgrounds are vital to childhood development, which includes the development of gross motor skills, social interactions, and creativity.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta to increase capital funding for all new, replacement, or renovated public schools with K-6 programming to enable the construction of accessible playgrounds to ensure that students with disabilities have equal development opportunities.

### BACKGROUND:

In 2021/2022, there were 745,770 K-12 students in Alberta with approximately 14% having a coded status that can be related to an identified disability.

Municipalities across the province recognize the importance of creating welcoming, inclusive, and accessible communities. Several municipalities in Alberta have accessibility policies in place or under development; however, school playgrounds are provincially mandated, and therefore excluded from any municipal accessibility policies.

This resolution aligns with Alberta Municipalities' Welcoming and Inclusive Communities (WIC) Initiative, which aims to help municipalities adapt to and celebrate the increasing diversity of Alberta's population. The WIC Initiative works to create communities where all residents and visitors enjoy a sense of belonging and where diversity adds to the social and economic vibrancy of the community, improving the quality of life for all residents, including people with disabilities.

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<sup>1</sup> In the context of this resolution 'schools' refer to school jurisdictions eligible for Government of Alberta capital funding which include a public, separate or Francophone grouping of schools governed by an elected school board.

Currently, school boards are eligible for Government of Alberta grant funding for playgrounds either through Alberta Education or Alberta Arts, Culture and Status of Women; however, school authorities and their fundraising societies are not eligible to receive funding from both sources:

- Alberta Education provides up to \$250,000 for playgrounds, through capital grant funding for new and replacement schools. Schools can use their fundraising societies to supplement playground construction builds that exceed \$250,000.
- Alberta Arts, Culture and Status of Women provides grant funding through the Community Facility Enhancement Program (CFEP) of up to \$125,000 to support the construction of a school playground. Matching funds are required, and funding can be used for new, replacement or renovated schools.

Alberta public sector entities have a history of advocating for additional capital school funding:

- In 2014, the Town of Penhold put forward the Provincial Support for School Development resolution requesting “that the Government of Alberta, when developing new schools, fulfill the role of a contractor and share the costs associated with the development of the lands for the placement of a school structure”.
- In 2017, Edmonton Public School Board successfully advocated to the Government of Alberta for funding playgrounds to be committed to in the 2020 Budget proportional to the new schools announced. In June 2020, the Government of Alberta announced that any new school with K-6 programming would have funding for a playground included in their capital budgets.

Alberta interest groups have a history of advocating for consistent accessibility standards:

- The Alberta Advocate for Persons with Disabilities is working towards a proactive approach towards reducing barriers and improving opportunities for those with disabilities.
- The Alberta Ability Network (AAN) is a collaboration of 170 organizations and community advocates located in Alberta, working together to address systemic barriers facing persons with disabilities, and has advocated to the province for mechanisms for enforcement of accessibility standards in the province.

#### **ALBERTA MUNICIPALITIES’ COMMENTS:**

This issue relates to ABmunis’ Welcoming and Inclusive Communities initiative to support all residents to have equitable access to services and facilities, but ABmunis does not currently have a position on whether the province should create a funding system that enables the construction of accessible playgrounds at all K-6 schools. If the resolution is passed, it will be forwarded to the Government of Alberta for response and further advocacy recommended to ABmunis’ Board by the Infrastructure Committee within the context of other priorities and positions.

#### **RESOLUTION CONTACT:**

Prior to the vote at ABmunis’ Convention, any questions about this resolution may be directed to:

Karey Steil  
Intergovernmental Affairs Coordinator  
City of Spruce Grove  
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## C5: Doubling Speed Fines in Playground Zones and School Zones

Moved by: City of Calgary  
 Seconded by: Village of Duchess

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**WHEREAS** ensuring the safety of children, particularly in playground zones near schools, is paramount due to their heightened vulnerability to traffic-related risks;

**WHEREAS** various public entities, including school boards and parent councils have voiced concerns regarding speeding and pedestrian safety, underscoring the urgency for additional protective measures;

**WHEREAS** other jurisdictions, such as Nova Scotia, British Columbia, Quebec, and Ontario, have successfully implemented measures to double speeding fines in school zones;

**WHEREAS** Alberta has already doubled fines for other vulnerable road users such as when workers are present in construction zones or when passing first responders; and

**WHEREAS** the provincial government holds responsibility for the Traffic Safety Act and associated regulations/specified penalties, including the establishment of school and playground zones with reduced speed limits to safeguard children's well-being.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to make changes to the Alberta Traffic Safety Act to improve safety within designated school zones and playground zones through measures such as double fines for speeding offenses or adjusting demerits to encourage improved compliance.

### **BACKGROUND:**

This issue affects all Alberta municipalities with school zones and/or playground zones. According to a study cited by the Global Road Safety Partnership<sup>1</sup> increasing speeding fines by 50-100 per cent can result in a 15 per cent decrease in violations.

Given the alignment with existing provincial legislation intended to protect vulnerable road users, and the potential to help reduce safety incidents in school zones and playground zones, this resolution should be given a high priority.

While prioritizing the safety of road users in school zones and playground zones does not specifically align with strategic initiatives listed in Alberta Municipalities' 2024 Business Plan, it does align with the general strategy of prioritizing and building common solutions that strengthen municipalities.

Advocacy to increase fines for speeding in school and playground zones was addressed by Alberta Municipalities through a 2011 resolution sponsored by the City of Grande Prairie. Alberta Transportation responded that they were not pursuing an increase in fine amounts at that time. There does not appear to be any other associations or groups acting on this issue currently.

### **ALBERTA MUNICIPALITIES' COMMENTS:**

ABmunis does not currently have a position on this specific issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of other priorities and positions.

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<sup>1</sup> Sakashita, C. Fleiter, J.J, Cliff, D., Flieger, M., Harman, B. & Lilley, M (2021). A Guide to the Use of Penalties to Improve Road Safety. Global Road Safety Partnership, Geneva, Switzerland.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

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## C6: Coverage of Mandatory Drivers' Medical Exam Fees for Albertans Aged 75 and Older

Moved by: City of Cold Lake  
 Seconded by: Town of Bonnyville

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**WHEREAS** mandatory driver medical exams for Albertans aged 75 years and older were covered by the Alberta Health Care Insurance Plan until 2020;

**WHEREAS** many Albertans aged 75 years and older live on a fixed income and are disproportionately impacted by new and increasing personal expenses;

**WHEREAS** the ability to maintain a driver's license impacts an individual's independence, his or her ability to efficiently attend medical appointments, and care for themselves as well as their families;

**WHEREAS** seniors who are not able to drive increasingly rely on municipal services, including accessible transportation, door-to-door bus services, and medical travel subsidies; and

**WHEREAS** it is in Alberta's best interest to encourage and support independent, active, and healthy seniors who are able to age in their communities with dignity and a high quality of life.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to reinstate Alberta Health Care Insurance Plan coverage for mandatory driver medical exams for Albertans aged 75 years and older.

### **BACKGROUND:**

In 2020, the Government of Alberta removed mandatory driver medical exams from the Alberta Health Care Insurance Plan (AHCIP) as a cost-saving measure. Amongst the reasons cited for the change was that Alberta was the only province to cover such costs.

Alberta's 2024-25 budget contains measures intended to assist seniors with rising costs, including a 25% reduction in personal registry services and a 25% coverage of the cost of mandatory medical exams. These programs are acknowledged and commended by the movers of this resolution as a meaningful step that will reduce the cost of living and help to maintain the independence of Alberta's seniors.

Given the recent and unprecedented rise in the cost of living, and the disproportionate affect that cost of living increases have on people as they age and are more likely to rely on a fixed income, however, it is requested that the Government of Alberta consider resuming its position as a leader in providing access to mandatory drivers' medical exams for its residents aged 75 years and older.

Mandatory drivers' medical exams are required at the age of 75, 80, and every two years thereafter. The requirements for such mandatory drivers' exams are, of course, reasonable given that changes in people's health can impact their ability to drive safely and are more likely to occur as people age.

The costs, however, are not consistent across the province and can range up to \$150, a 75% increase over the rate that was covered under the AHCIP, which was \$85.58. The movers of this resolution feel that it is in our province's best interest to ensure that each Albertan can live as independently as possible where they are able and willing to do so. Significant fees for mandatory drivers' medical exams can represent a barrier to maintaining a driver's license for healthy Albertan's aged 75 and older who would otherwise be medically cleared to drive.

The Government of Alberta has noted that the population of seniors in Alberta continues to rise faster than any other age group. According to the Government of Alberta's website, in September 2022, there were 725,000 Albertans

over the age of 65 years. That number is expected to double by 2042. Ensuring that Albertans aged 75 and up can afford to maintain their driver's license will also ensure that a greater number of Albertans are able to remain active participants in the communities in which they plan to age. Maintaining independence will mitigate social isolation and exclusion, which the Government of Alberta notes "... can be a significant issue for many seniors and can lead to negative health effects including depression and a reduced sense of well-being." (<https://www.alberta.ca/seniors-resources>)

The benefits of independence and independent mobility that come with maintaining a driver's license are magnified in the context of rural and remote communities. Many seniors living in a rural or remote context must travel to Alberta's larger centres for health care appointments. If these trips cannot be made independently, the burden often falls on public services or more expensive private transportation options.

**ALBERTA MUNICIPALITIES' COMMENTS:**

ABmunis does not currently have a position on this issue. On June 18, 2024, the Government of Alberta announced that seniors over 65 years of age now receive a 25 per cent discount on driver's medical exams<sup>1</sup>; however, this does not meet the intent of the resolution that seniors should receive full coverage under the Alberta Health Care Insurance Plan.

If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Economic Strategy Committee within the context of other priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Andrew Serba  
Manager of Economic Development, Strategy and Communications  
City of Cold Lake  
[aserba@coldlake.com](mailto:aserba@coldlake.com)

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<sup>1</sup> Government of Alberta June 18, 2024 News Release: "Another registry discount for seniors."  
<https://www.alberta.ca/release.cfm?xID=90536BB2B13FF-ADDE-CF3F-70AF076F9D229090>

## C7: Alberta Learner's Licence Program Review

Moved by: City of Brooks  
 Seconded by: Town of Sexsmith

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**WHEREAS** the ability to drive impacts the livelihood of individuals who do not have access to public transportation to go to and from work and other daily needs, especially in rural Alberta;

**WHEREAS** the Province of Alberta possesses the most restrictive Learner's Licence Program in Canada;

**WHEREAS** within the Government of Alberta's Learner's Licence Program, a Class 7 Learner's Licence is the first step to legally driving a vehicle per Alberta's Graduated Driver Licensing (GDL) program;

**WHEREAS** for the first year, a driver with a Class 7 Learner's License may only operate a vehicle if there is a passenger present who is over 18 years old and has a full Class 5 driver's license or higher;

**WHEREAS** after one year with a Class 7 Learner's License, a driver can complete a series of tests and upgrade to a Class 5 GDL, which no longer requires a licensed passenger, but still carries various restrictions; and

**WHEREAS** in Alberta, it takes up to three years to get a full, non-GDL Class 5 Driver's Licence.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Provincial Government to review its Learner's Licence Program for legislative changes which includes shortening the Class 7 Learner's Licence period from twelve months to eight months for those 16 years of age and older who take an approved and accredited driver's training course.

### BACKGROUND:

In Alberta, there is no ability to shorten the Class 7 Learner's Licence period by taking driver's training. For those 16 and over, the process requires a minimum of twelve months before a road test can be completed to obtain a Class 5 GDL, which enables the license holder to drive without a licensed passenger present.

If a person is 16 years or older when they apply for a driver's license, Alberta's GDL system requires:

1. At least one year with a Class 7 license, which requires the driver to travel with a passenger in the front seat who has a full Class 5 license.
2. After one year, the driver may complete a road test and receive a Class 5 GDL, which allows them to drive without a licensed passenger, but other restrictions still apply.
3. A driver with a Class 5 GDL may only upgrade to a full Class 5 license after they have driven with a Class 5 GDL for at least two years and have had no license suspensions or demerits in the last year. However, a driver can reduce the time they hold a Class 5 GDL by six months if they complete an accredited Class 5 driver training school.<sup>1</sup>

If a person is under 16 years old when they apply for a Class 7 learner's license, they will not be eligible to upgrade to a Class 5 GDL until they turn 16 years old.

In most provinces, individuals with a Class 7 Learner's Licence have the opportunity to shorten the required time period to obtain a full Class 5 Driver's Licence by way of an approved and accredited driver's training course that teaches the fundamentals of driving, both in theory and practicality. Should a new driver be successful in completing the approved and accredited driver's training course, the driver is able to cut down their probation time anywhere from 12 months to eight months (and even six months in some provinces).

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<sup>1</sup> Steps to getting an Alberta driver's licence <https://www.alberta.ca/get-drivers-licence-steps>

If the Province of Alberta reduced the Class 7 Learner's Licence period with the approved and accredited driver's training course, it would certainly mean safer roads, as it is witnessed too often that Class 7 drivers are driving with individuals who they themselves barely know how to drive or just sit there as a passenger rather than someone who is to be providing supervision. In addition, a lot of Class 7 drivers continue to hold their Class 7 Learner's Licence for a number of consecutive years which is attributed to failing road tests, as the driver likely had no real training and or good supervision.

Giving Albertans the option to take a driver's training course that not only goes over the theory of driving, but the fundamentals of actually driving is crucial to the individual's development as a driver and fellow road user.

Furthermore, it is a great incentive for people to obtain their Class 5 GDL within a shorter period of time, which is so important in aiding in municipal economies, as new opportunities will arise for business across the province. This will also provide an opportunity for those who want to do better and learn how to be better drivers because of it. Drivers may even qualify for cheaper insurance rates with having a driver's training course on file as well.

**ALBERTA MUNICIPALITIES' COMMENTS:**

ABmunis does not currently have a position on this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Economic Strategy Committee within the context of other priorities and positions.

**RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Mohammed Idriss  
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City of Brooks  
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## C8: Review of Provincial Animal Protection Act

Moved by: City of Airdrie  
 Seconded by: Town of Didsbury

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**WHEREAS** Alberta's Animal Protection Act (APA) is a crucial legislative framework designed to safeguard the welfare of animals within the province;

**WHEREAS** it is imperative to periodically reassess and update existing legislation to ensure it remains effective and aligned with current standards and Alberta's APA has not been substantially changed since 2006;

**WHEREAS** the current version of the legislation does not differentiate between commercial and companion animals;

**WHEREAS** societal attitudes and norms have changed, new challenges and risks have emerged and best practices for animal protection may be enacted;

**WHEREAS** municipalities play a pivotal role in enforcing animal welfare laws within our jurisdictions; and

**WHEREAS** Alberta's outdated APA lacks clear guidance for when peace officers are empowered to act and what enforcement mechanisms are available such as cases where companion animals are in the care of an animal shelter, rescue, or humane society.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta for a comprehensive review and update of Alberta's Animal Protection Act.

### BACKGROUND:

The landscape of animal welfare is dynamic, with new challenges and risks constantly emerging. Public attitudes towards animals and their treatment have undergone significant transformation in recent decades, with an increasing emphasis on compassion, empathy, and ethical stewardship.

Under the current Animal Protection Act (APA) there is no differentiation between commercial and companion animals. This distinction is necessary to provide appropriate guidelines for care and welfare enforcement. Commercial animals can include horses, cattle, sheep, swine and live poultry but usually, they are animals raised for meat production or other products from the animals. A companion animal could be anything that is not a commercial animal, but most commonly include dogs and cats.<sup>1</sup> While a review of the APA may include changes that impact commercial animals, this resolution allows for better protection of companion animals.

In 2006, a major revision to the APA was enacted, only the second update since its inception in 1967. A comprehensive review of the APA is now needed to identify and rectify deficiencies in the legislation, ensuring that it provides clear guidance and consistent enforcement mechanisms across municipalities in dealing with companion animals.

Modernizing legislation and regulation around kennels and rescues is critical to ensuring the welfare and safety of animals in these facilities. With the growing prevalence of companion animals and the increasing demand for adoption and boarding services, outdated regulations fail to address emerging challenges and protect vulnerable animals. Clear and comprehensive regulations can establish standards for housing, care, and hygiene, ensuring that companion animals are provided with adequate nutrition, medical attention, and living conditions. Additionally, updated regulations can mandate regular inspections, licensing requirements, and transparency measures, enabling authorities to monitor compliance and intervene promptly in cases of neglect or abuse.

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<sup>1</sup> Province of Manitoba, Animal Care Act. [https://web2.gov.mb.ca/laws/statutes/ccsm/\\_pdf.php?cap=a84](https://web2.gov.mb.ca/laws/statutes/ccsm/_pdf.php?cap=a84)

In addition, over the past decade Alberta has witnessed a significant shift in online animal sales. The increase of online marketplaces, social media platforms and unregulated transactions has transformed the way companion animals are bought, sold, and traded, presenting both opportunities and risks for animal welfare and regulation. While reputable breeders and licensed sellers may utilize online channels to connect with potential buyers, there has also been a surge in informal or backyard breeding operations advertising animals for sale online. These sellers may operate without proper licensing, veterinary oversight, or adherence to animal welfare standards, raising concerns about the welfare and health of the animals involved.

Additionally, the anonymity and convenience of online platforms have created challenges for enforcement agencies tasked with monitoring and regulating animal sales. Unlike traditional brick-and-mortar pet stores or breeding facilities, online sellers can easily avoid scrutiny and oversight, making it difficult to ensure compliance with existing regulations. This lack of transparency and accountability poses risks not only to animal welfare but also to consumer protection, as buyers may unknowingly purchase animals from disreputable sources.

Municipalities play a pivotal role in enforcing animal welfare laws within our jurisdiction. By revisiting the APA, the province can streamline enforcement procedures, provide additional resources, and enhance collaboration between municipalities and provincial authorities, improving compliance with animal welfare standards.

A local business in Airdrie, which was operating as a dog rescue organization, was recently charged under the APA. With complaints dating back to 2016, Airdrie Municipal Enforcement in partnership with the Alberta SPCA seized a large number of dogs in varying states of distress due to the care conditions at the facility. Under the authority of the APA, peace officers are empowered to act when animals are in distress; however, challenges exist as the Act does not provide direction on animal care standards for shelters, rescues, or Humane Societies. Additionally, there are no requirements for registration or oversight of organizations who provide sheltering and care for animals.

In recent years, several Canadian provinces, including British Columbia and Ontario, have taken significant steps to strengthen their animal protection legislation, reflecting a growing recognition of the importance of safeguarding animal welfare. Manitoba's legislation<sup>1</sup> stands out as an example with clear definitions, separation between commercial and companion animals and kennel regulations. The Alberta SPCA and other provincial animal welfare associations agree that the APA is lacking the necessary tools to truly protect animal welfare and could be engaged as stakeholders in the review process.

A comprehensive review of Alberta's APA is essential to ensure that it remains robust, relevant, and responsive to the evolving needs of companion animals and society. From incorporating scientific advancements to addressing enforcement challenges and fostering stakeholder engagement, such a review holds the potential to enhance animal welfare outcomes across the province.

#### **ALBERTA MUNICIPALITIES' COMMENTS:**

ABmunis does not currently have a position on this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

#### **RESOLUTION CONTACT:**

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Leona Esau  
Intergovernmental Liaison  
City of Airdrie  
[Leona.esau@airdrie.ca](mailto:Leona.esau@airdrie.ca)

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<sup>1</sup> Province of Manitoba, Animal Care Act. [https://web2.gov.mb.ca/laws/statutes/ccsm/\\_pdf.php?cap=a84](https://web2.gov.mb.ca/laws/statutes/ccsm/_pdf.php?cap=a84)





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